

## **SUBSTITUTE POSTING: 2025-26 School Year**

**The Chardon Local School District is currently looking for  
Medical Assistant Substitutes**

**Pay rate: \$21.66/hour**

### **Requirements:**

- Current background check (BCI & FBI)
- **Current Certified Medical Assistant (CMA) Certification**
- Valid CPR and First Aid Certification.
- Knowledge of or possess the ability to learn basic medical terminology and abbreviations.
- Computer experience with word processing, spreadsheets and databases preferred.
- Displays flexibility, reliability, self-discipline and a willingness to take on challenging tasks.
- Documents/maintains a record free of criminal violations that prohibit public school employment.
- Effective communication, problem-solving and time management skills.
- Embodies high ethical standards/integrity.
- Accepts responsibility for personal decisions/conduct.

**Applications may be submitted online at [www.chardon.k12.oh.us](http://www.chardon.k12.oh.us). Click on Departments tab, then Employment to locate this position. Click [View openings and apply online](#).**

*The Chardon Local School District has dedicated itself to providing equal admission opportunities, equal educational opportunities, and equal employment opportunities to all people regardless of race, color, national origin, sex, or handicap.*