

**Hernando County School Board  
Florida**

FLSA: Non-Exempt, Non-Union

<b>SUBSTITUTE - NONINSTRUCTIONAL</b>
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**Positions include Substitute Environmental Services Technician,  
Substitute Food Service Worker, Substitute School Health Professional,  
Substitute Gatekeeper, and Substitute Clerical**

**Required Qualifications:**

- Must meet all employment requirements
- Ability to work independently with minimal supervision

**Desired Qualifications:**

- High school diploma or General Education Diploma (GED)

**Performance Responsibilities:**

- Adhere to Hernando County School Board Policies as well as site regulations
- Assume the full role of the absent employee
- Dress appropriately for daily position
- Perform other duties as assigned by the principal and/or designee

**Physical Demands:**

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

**Reports to:**

Reports directly to the principal and/or designee

**Terms of Employment:**

Daily basis; called as needed

“At will” employee – can be dismissed at the discretion of the Superintendent of Schools and/or designee

**Salary:**

Salary based upon approved salary schedule - Noninstructional Substitute

**Job Code:**

Varies depending on substitute assignment

Board Approved: 01/20/09

Revised: 05/17/11, 2/26/19