

## Head Golf Coach Wanted

### Pen Argyl Area School District

2021-2022 School Year

**BRIEF JOB DESCRIPTION:** To provide instruction regarding the knowledge and skills while participating in an activity of this kind. To provide the necessary supervision/direction for the participating students, both individually and as a group for school and athletic events throughout the year

**REQUIREMENTS:** Should possess the knowledge and skills associated with which to coach Golf. Should possess the ability to direct/supervise a program of this kind. Must meet all requirements to transport students in a school vehicle to and from matches and/or practices (ie. Valid PA Drivers License, DOT Physical, etc.) In addition, please refer to the attached page for the requirements when applying for a position.

**SALARY:** As per PAASD Supplemental Salary Schedule; dependent upon years of experience

**APPLY IN WRITING TO:** Mr. Tim Egan, Athletic Director  
Pen Argyl Area High School, 501 W. Laurel Avenue Pen Argyl, PA 18072

Telephone: (610) 863-1293 Egan.tim@penargylsd.org

**APPLICATIONS DUE July 14, 2021 ON OR BEFORE:**

THE PEN ARGYL AREA SCHOOL DISTRICT DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, HANDICAP, AGE, RELIGION OR MARITAL STATUS.

## John T. Schimmel

### Public Accountant

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Email: john\_schimmel@yahoo.com

Website: www.johntschimmelpa.com

## Administrative Assistant

Pen Argyl Borough is seeking a detail oriented experienced administrative assistant. Individual will report directly to the Borough Manager. Qualified candidate must possess strong interpersonal skills, be reliable, organized and be able to maintain strict confidentiality. Expertise in Microsoft Office products and payroll applications is a requirement. Local Government experience is a plus.

**Submit resume to: Robin Zmoda, Pen Argyl Borough, 11 N. Robinson Ave., Pen Argyl, PA 18072 by July 23, 2021. EOE**

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