



**UPPER SADDLE RIVER  
SCHOOL DISTRICT**  

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**A TRADITION OF EXCELLENCE**

## JOB DESCRIPTION

### HEALTH SCREENER (A.M./P.M.)

**I. Title:** Health Screener (A.M./P.M.)

**II. Qualifications:** \*Staff Member of Upper Saddle River Schools  
\*Good physical health and ability to perform assigned duties  
\*Excellent communication skills

**III. Primary Function:** Provides support during the morning and afternoon drop-off at either Reynolds School, Bogert School or Cavallini School.

**IV. Reports to:** Principal of School

**V. Major Duties and Responsibilities:**

- A. Covers outside check-in points during morning and afternoon drop-off.
- B. Reviews completion of forms and Share 911 App by parents to allow entrance into the buildings.

**VI. Terms of Employment:**

- A. **Work year** includes all student-present day.
- B. **Work day:** 7:30 a.m. – 8:05 a.m. daily or 11:30 a.m. – 12:05 p.m.
- C. **Rate:** Daily lunch duty rate as defined by the contract between the Upper Saddle River Board of Education and the Upper Saddle River Education Association.