

**NOTICE OF VACANCY**  
**Service Personnel**

July 3, 2018

Posting # MCS00428

- Position Title: Bus Operator – Wayside, Stoney Creek, War Ridge, Greenville, Cook’s Run, James Monroe High School and Peterstown Schools
- Job Description: Supervision of all passengers; make his/her assigned run daily reporting any deviation from his/her assigned run to proper authorities; comply with WV School Transportation Regulations and Monroe County School Transportation Policy; report any accident, incident, break-downs or disciplinary problems or any other problem(s) to proper authority as soon as possible (must fill out disciplinary forms provided by board); maintain positive work habits; perform duties efficiently and productively; maintain and/or upgrade skills.
- Qualifications: Must hold bus operator licensure which includes a valid First Aid Card, CPR Card, and qualify for the B Part of the Commercial Driver=s License; High School graduate or GED equivalent; physically fit, according to WV School Transportation Regulations; satisfactory driving record with WV Dept. of Safety and all qualifications set forth in WV School Transportation Regulations.
- Effective Date/Salary: August 20, 2018 - Per County Schedule
- Deadline for Receipt of Application: July 11, 2018, at 3:00 p.m.
- To Apply: Please send application to Monroe County Board of Education or email to [lkowalsk@k12.wv.us](mailto:lkowalsk@k12.wv.us). Current employees use Application for Transfer. Non Employees use Service Personnel Application for Employment.

Monroe County Schools is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and disability in its activities, programs or employment practices as required by Title VI, Title IX and Section 504.

For information regarding civil rights or grievance procedures, contact Lisa Mustain, Title IX Coordinator/Section 504 Coordinator, at the Monroe County Board of Education Office, Post Office Box 330, Union, West Virginia 24983, 304-772-3094, extension 314. In addition, information regarding services, activities and facilities that are accessible to and usable by disabled persons can be obtained at the same above address.