

# **Atlanta Community Schools**

10500 County Road 489

Atlanta, MI 49709

Dated April 24, 2023

## **NOTICE OF VACANCY**

### **Bus Driver/Custodial**

Atlanta Community Schools is seeking an individual to Drive Bus and work with the Custodial department for a full-time position, for the 2023-2024 school year.

#### **Qualifications/Skills:**

- Have a high school diploma or equivalent.
- Be able to pass a criminal background check.
- Must be able to lift 50 lbs.
- Possess a willingness and ability to be trained on and learn new tasks.
- CDLB/PS endorsement required or (be willing to train).

#### **Duties/Responsibilities:**

- Under the supervision of the Building and Grounds Supervisor, the Custodian has the primary responsibility for cleaning an assigned area of the school in such a way to promote health and safety for students and staff. The custodian follows daily, weekly and monthly cleaning schedules including, but not limited to, classrooms, kitchens, office areas, bathrooms, hallways, entrances, locker rooms, and additional duties as directed.
- Under the supervision of the Transportation Director, Bus drivers will have the primary responsibility for transporting Atlanta Community Schools student's, to school, from school, sporting events and or all other field trips or school related outings.

#### **Hours/Salary:**

- Bus driving will be for 4 hours a day and then 4 hours of custodial work to make a full 8 hours.
- Salary will be based on experience and qualifications.

This individual will be under the supervision of the Maintenance Director and Transportation Director.

Resumes will be taken until Filled, please send resume with letter of intent to:

HR Administrative Assistant

Jodi Reeves, jreeves@atlantaschools.us

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#### **Notice of Nondiscrimination**

Atlanta Community Schools does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Anthony Suszek, Atlanta Community Schools, 10500 CO RD 489, Atlanta, MI 49709