

HELP WANTED

Transportation Supervisor

This position requires a high school diploma or equivalent and six months to one year related experience and/or training; or equivalent combination of education and experience, valid CDL (B) License, ability to successfully complete National criminal background check, and valid AZ Fingerprint Clearance Card.

This position is responsible for the school's transportation, vehicle and records maintenance. The supervisor will be responsible for transportation staff including but not limited to coordination of professional growth, accountability, scheduling, training and teamwork.

Other key duties include:

- ✓ Plan, schedule and oversee routine preventative maintenance tasks.
- ✓ Maintain required transportation, health and safety documents
- ✓ Inspect automotive equipment, scheduling needed repair/service work.
- ✓ Submit all transportation related documents/reports to all appropriate authorities (including but not limited to BIE/State/GSA)
- ✓ Drive school bus routes as needed
- ✓ Other duties as outlined in the job description.

Annual rate of pay: \$31,678 to \$46,936 depending on experience.

To apply: Internally – write a letter of interest to Peggy Huff no later than Wednesday, 05/25/2017

Externally – Mail resume to:

Peggy Huff
Blackwater Community School
3652 E. Blackwater School Rd.
Coolidge, AZ 85128

OR E-mail to:

Peggy.Huff@bwcs.k12.az.us

Posted: 05/17/2017

Posting close date: 05/31/2017