

Wayne Trace Local Schools is accepting applications for the following:

POSITION: Director of Transportation/Maintenance Supervisor

DAYS IN CONTRACT: 260

SALARY: Negotiable based on experience

QUALIFICATIONS:

1. Must possess the personal qualities, behavior, and interpersonal qualities necessary to develop a positive working relationship with others; must display excellent communication skills, work cooperatively with others, be trustworthy and completely honest in all communications and dealings with others, and exercise discretion in what is and is not shared with others in terms of relaying information
2. Must be clerically adept, technologically adept, well-organized, dedicated to ensuring the safe and smooth operation of the bus transportation system at Wayne Trace Schools
3. Must be willing to attend clinics and in-services as necessary and/or as required by the Superintendent; must be willing to receive phone calls for substitutes outside regular work hours but within reasonable self-established hours at home
4. Must be willing to obtain a CDL with School Bus & Passenger endorsement; must be willing to be accessible for radio contact between the hours of 5:30 a.m. to 4:30 p.m. (roughly) on scheduled school days
5. Must be available for work each day with the benefits of flex time, with salary determined by the Wayne Trace Board
6. Must have at least a basic working knowledge in all areas of building maintenance operations—building exterior, building interiors, HVAC and central plant operations, plumbing, electrical (including security, technology, and phone systems), site (playgrounds, parking lots/drives, utilities and landscaping) and life safety issues, areas, codes and regulations

APPLY IN WRITING TO:

Mr. Paul Jones, Superintendent
Wayne Trace Local Schools
4915 US Route 127
Haviland, OH 45851
jonesp@waynetrace.org

APPLICATION DEADLINE: July 19, 2024 or until filled.