

NOTICE OF VACANCIES – JOB PREFERENCE

Notice of Vacancies:

Notice of job vacancies, anticipated job vacancies, and new positions, shall be posted in the schools and in the Board of Education Office for at least five working days as required by law. Posting shall be published in the Moorefield Examiner except during the period six weeks prior to the opening of school and other times as approved by the Board. The Superintendent may also publish notices of vacancies in other publications and/or post notices of vacancies with placement services and other agencies as deemed appropriate.

Job Preferences:

Employees of the Board may request to be transferred to other positions that they prefer. Each year all employees will receive Intent Forms upon which to indicate their preferences for placement for the next school year. However, it is the responsibility of the employee to read the posted notices and apply for any available position he/she desires when it occurs.

Posting Form at:

Hardy County Schools:

Position Title:

Location:

Duties and Responsibilities:

Qualifications: (All applications should be made on official request forms, or "bid sheets", available at the County Administrative Office. Applicants recently not employed by Hardy County Schools must provide two written reference letters.)

Employment:

Salary:

Apply to:

To Whom Responsible:

Bid Period Begins:

Bid Period Ends:

Discrimination Statement:

SOURCE: Board of Education Minutes

DATE: June 18, 2001

VACANCYNOTICE.JOBPREFERENCE

