

DRAFT (05/19/15)

PERSONNEL

03.11 AP.21

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- CERTIFIED PERSONNEL -

Job Vacancy Notice

<u>Position</u>	<u>Location</u>	<u>Shift Type</u>	<u>Type</u>	<u>Post Date</u>	<u>Close Date</u>

Please visit our website at <http://www.dayton.kyschools.us/> and click on “Employment” for full job descriptions and to apply.

If you have any questions regarding the application process, please contact Kati Newsome at (859) 292-3985 or by email at kati.newsome@dayton.kyschools.us.

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Job Vacancy Notice

To: _____ Superintendent/designee

From: _____ Date: _____

SCHOOL/DEPARTMENT: _____

CLASSIFICATION OF JOB TO BE POSTED: _____

CLASS CODE, IF APPLICABLE _____ HOURS PER DAY _____ DAYS PER YEAR _____

STARTING DATE: _____ RATE OF PAY: _____

CHECK ONE: ☐ FULL TIME ☐ PART TIME ☐ FLEX ☐ TEMPORARY

IS THIS A NEW POSITION? ☐ YES ☐ NO

JOB REQUIREMENTS: _____

APPLICATION DEADLINE: _____

(Unless otherwise noted, all certified positions shall be posted for thirty [30] calendar days.)

ADDITIONAL INFORMATION: _____

All requests for job vacancy postings must be submitted in writing on this form to the Superintendent/designee.

Signature: _____ Date: _____

The Board of Education does not discriminate on the basis of race, color, national origin, age, religion, sex, genetic information, or disability in employment, educational programs or activities.