

MACONAQUAH SCHOOL CORPORATION
7932 S Strawtown Pike
Bunker Hill, IN 46914
www.maconaquah.k12.in.us

VACANCY NOTICE

- DATE: December 20, 2018
- POSITION: Lunchroom Monitor - Pipe Creek Elementary School
- JOB DESCRIPTION: To assist with overseeing and providing supervision for students in the cafeteria as directed by the building administrator.
- QUALIFICATIONS:
1. High School Diploma
 2. Ability to work at a fast pace/adapt quickly
 3. Ability to work independently
 4. Ability to control lunchroom full of children
 5. Ability to make fair, sound decisions
 6. Sincere desire to work with specific age children
 7. Sincere desire to provide a safe, orderly lunchroom environment
- ESSENTIAL FUNCTIONS:
1. Know and follow personal hygiene guidelines
 2. Know and follow cafeteria rules
 3. Supervise students in a polite, courteous, and respectful manner
 4. Clean spills, etc. when necessary
 5. Perform related duties as assigned by the supervisor
- PHYSICAL REQUIREMENTS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee will be standing during the duration of the job assignment. They may be required to bend at the waist, kneel, or crouch.
- OTHER PERTINENT INFORMATION:
1. Remuneration - \$9.92 per hour
 2. Two hours per day - 180 days (+ or -) additional days/hours as directed by the Superintendent
 3. Starting date - Immediately
 4. Reports to and is evaluated by the building principal
- APPLICATION DEADLINE: Friday, December 28, 2018, or until filled

Interested candidates should submit a classified application form (available on-line) and resume to:

Dr. James Callane, Superintendent
Maconaquah School Corporation
7932 S Strawtown Pike
Bunker Hill IN 46914
or electronically ONLY to: employment@maconaquah.k12.in.us
(Incomplete applications will not be considered.)