

MACONAQUAH SCHOOL CORPORATION  
7932 S Strawtown Pike  
Bunker Hill, IN 46914  
[www.maconaquah.k12.in.us](http://www.maconaquah.k12.in.us)

## VACANCY NOTICE

DATE: June 5, 2018

POSITION: Lunchroom Monitor - Maconaquah 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. 2.75 hours per day - 180 days (+ or -) additional days/hours as directed by the Superintendent
3. Starting date - July 31, 2018
4. Reports to and is evaluated by the building principal

APPLICATION DEADLINE: Friday, June 22, 2018, or until filled

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

Dr. James Callane, Interim Superintendent  
Maconaquah School Corporation  
7932 S Strawtown Pike  
Bunker Hill IN 46914

or electronically ONLY to: [employment@maconaquah.k12.in.us](mailto:employment@maconaquah.k12.in.us)

(Incomplete applications will not be considered.)