

MAPLE HEIGHTS CITY SCHOOLS

5740 Lawn Avenue

Maple Heights, Ohio 44137

Official Notice of Vacancy from the Personnel Department

Posting Date: April 24, 2025

Current Opening for 2024-2025 School Year

Summer School Bus Preparation Workers

Position Title: Summer School Bus Preparation Workers

Job Details:

- 4-6 Hours; work times TBD.
- Starting at \$14.91 per hour
- June 9-July 11, 2025 *Work dates will be extended as needed*

Qualifications:

- Knowledge of Ohio Department of Transportation laws and safety regulations as they pertain to school transportation.
- In possession of or have the ability to obtain all needed certification(s) and training as required by the State of Ohio for a School Bus Driver.
- Ability to work effectively with students, employees, and Parents
- Prior work record must demonstrate good working habits, excellent attendance record and evaluations.
- Minimum of a High School diploma or equivalent is necessary.
- Clear background check, free of conviction
- Clear drug screening

Overview: *Major Responsibilities Include/Not Limited to:* A school bus preparation workers is responsible for cleaning and repairing school buses for the 2025-2026 school year. Work dates will be extended as needed.

Internal Candidates: Those interested in the position should submit a letter of interest via email to Angelique Shy by May 5, 2025.

***External Candidates:** Those interested in applying must submit an application through **Applitrack** found at www.mapleschools.com under Department/Personnel.

***Please address all electronic correspondences to Angelique Shy, Director of Transportation
Application Deadline for the position: May 5, 2025**

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Olympia Della Flora, Superintendent

