

# KETTERING CITY SCHOOL DISTRICT

500 Lincoln Park Blvd.  
KETTERING, OHIO 45429  
Telephone: 937-499-1418  
FAX: 937-499-1465

L. SCOTT INSKEEP  
Superintendent

KENNETH A. LACKEY  
Director of Business Services

## **PLEASE POST**

August 7, 2019

**TO:** All Kettering City School District locations and outside locations as designated by the Director of Business Services

**POSITION:** ASSISTANT TRANSPORTATION SUPERVISOR  
Effective upon appointment

**LOCATION:** KETTERING CITY SCHOOL DISTRICT

**GENERAL INFORMATION:** This is a 260 day contract, 12 months

### **MAJOR RESPONSIBILITIES, Partial List:**

1. Directs and supervises all district transportation activities
2. Develops training programs and inservice for drivers
3. Coordinates all bus routes
4. Assigns bus routes and field trip assignments
5. Supervises Transportation staff

### **QUALIFICATIONS, Partial List:**

1. Prior related experience
2. Must pass criminal background check
3. Collaboration and problem-solving skills
4. Computer skills (Knowledge of Veratrans preferred)

**SALARY:** According to approved administrative salary schedule

**APPLICATION PROCEDURE:** Your letter of interest, a current resume, and a copy of certification, if appropriate, should be forwarded to Kenneth A. Lackey, Director of Business Services. During the screening process, all applicants will be required to complete the district's application form and the search will remain open until the position is filled.