



PLEASE POST

M E M O R A N D U M

To: Auxiliary Service Staff

Date: February 26, 2018

From: Human Resources and Labor Relations

Subject: Transportation Vacancy

Bids are now being accepted in the human resources office for the following position:

<u>Position</u>	<u>Location</u>	<u>Starting Date</u>
Bus Aide	Transportation	Immediately

10 month
28.75 hours per week
5.75 hours per day

Rate per contract

Requirements: CPR certification preferred. Classes to obtain certification will be provided and are required if not certified at time of hire. This position requires a person who is capable of handling children with special needs while they are riding the bus. Individuals will be required to work wheelchair lift, hook up harnesses and assist students on and off the bus.

Individuals interested in making application for this position should contact human resources, in writing, **by Monday, March 5, 2018.**

It is the policy of the Bloomfield Hills Schools not to discriminate on the basis of race, color, religion, national origin, sex, age, height, weight, marital status, disability, genetic information, or any other reason prohibited by applicable laws, in its programs, services, activities, or employment practices. Inquiries related to discrimination on the basis of disability should be directed to the Section 504 Coordinator: Pam Schoemer, Director of Special Education, 7273 Wing Lake Road, Bloomfield Hills, MI 48301, (248) 341-5415. Direct all other inquiries related to discrimination to: Christine Barnett, Assistant Superintendent for Human Resources and Labor Relations, 7273 Wing Lake Road, Bloomfield Hills, MI 48301, (248) 341-5425.

