

Notice of Vacancy
1/11/2012

The Dassel-Cokato schools have a position open
in the Transportation Dept. for:

Driver Clerical Position

The Driver Clerical Position will be responsible for answering phones, checking in drivers, administrative tasks, driving CDL routes (when needed), and miscellaneous other tasks assigned by the Transportation Coordinator. The position will require basic computer skills. The hours will be Monday through Friday from 6:15 AM to 8:15 AM. The position is a temporary position that will remain through the rest of the 2011-12 School Year. This position may lead into a permanent position.

Requirements:

- Clean driving record
- Pass background check
- DOT physical with medical card
- CDL license w/ school bus endorsement
(will train for license, if need be)
- 1st Aid / CPR certified
- Drug/alcohol pool

Please apply at the Dassel-Cokato Schools District Office or download the non-licensed application available at www.dc.k12.mn.us and send to: Transportation Dept, Dassel-Cokato Schools, 4852 Reardon Ave SW, Suite 1700, Cokato, MN 55321; or FAX to 320-286-4101.

Applications close at the end of the business day on Thursday, January 19th, 2012. *Only those with clean driving records need apply.*