

**VACANCY LIST
PRESTON COUNTY SCHOOLS
300 PRESTON DRIVE
KINGWOOD, WEST VIRGINIA 26537**

"AS REQUIRED BY FEDERAL LAWS AND REGULATIONS, THE PRESTON COUNTY BOARD OF EDUCATION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, GENDER, AGE, NATIONAL ORIGIN, OR DISABILITY IN EMPLOYMENT AND IN THE ADMINISTRATION OF ANY OF ITS EDUCATIONAL PROGRAMS AND ACTIVITIES. INQUIRIES MAY BE REFERRED TO CAROL RILEY, TITLE IX COORDINATOR, PRESTON COUNTY BOARD OF EDUCATION, 300 PRESTON DRIVE, KINGWOOD, WEST VIRGINIA 26537, PHONE NUMBER (304) 329-0580; OR TO SECTION 504 COORDINATOR, PRESTON COUNTY BOARD OF EDUCATION, 300 PRESTON DRIVE, KINGWOOD, WEST VIRGINIA 26537, PHONE NUMBER (304) 329-0580; OR TO THE DIRECTOR OF PERSONNEL, PRESTON COUNTY BOARD OF EDUCATION, 300 PRESTON DRIVE, KINGWOOD, WEST VIRGINIA 26537, PHONE NUMBER (304) 329-0580; OR TO THE DEPARTMENT OF EDUCATION'S DIRECTOR OF THE OFFICE FOR CIVIL RIGHTS."

PERSONS INTERESTED IN MAKING APPLICATIONS FOR ANY POTENTIAL OR EXISTING VACANCY LISTED SHOULD CONTACT **THE PERSONNEL OFFICE, PRESTON COUNTY BOARD OF EDUCATION, 300 PRESTON DRIVE, KINGWOOD, WV 26537 - PHONE 329-0580.** THE BOARD AND THE SUPERINTENDENT RESERVES THE RIGHT TO REJECT ANY APPLICATIONS OR TRANSFER REQUESTS AFTER **May 4, 2010.**

DATE VACANCY LISTED: April 27, 2010 SCHOOL TERM: Summer 2010

**NON-CERTIFICATED PERSONNEL
EXTRA-DUTY ASSIGNMENTS**

Food Program at Band Camps, Sports Programs, Etc.

C O R R E C T E D

<u>VAC#</u>	<u>LOCATION</u>	<u>DESCRIPTION OF VACANCY</u>
SEC1001	Kingwood Elem (Energy Express, Sports Camp & Community Parks)	1 Head Cook - June 22, 2010 thru July 30, 2010 <u>plus</u> 1 day before & 1 day after, for approximately 30 days as needed.
SEC1002	Kingwood Elem (Same as above)	1 Cook - July 2, 2010 thru July 30, 2010 ON AN AS NEEDED BASIS for approximately 20 days.
SEC1003	Preston High (Summer Band Camp & Sports Programs)	1 Head Cook - July 26 thru August 13, 2010 for approximately 16 days.
SEC1004	Terra Alta/East Preston (Energy Express, & Other Community Programs as needed)	1 Head Cook - June 22, 2010 thru July 30, 2010, <u>plus</u> 1 day before & 1 day after, for approximately 30 days as needed.
SEC1005	Tun-Denver Elem (Energy Express, & Other Community Programs as needed)	1 Head Cook - June 22, 2010 thru July 30, 2010, <u>plus</u> 1 day before & 1 day after, for approximately 30 days as needed
SEC1006	Kingwood Elem, Preston High Terra Alta/East Preston Tunnelton-Denver	1 Substitute Cook to be used in absence of cook <u>or</u> at Preston High on high number days, ON AN AS NEEDED BASIS June 22 thru August 13, 2010.

REQUIREMENTS LISTED ON NEXT PAGE

Requirements for all positions:
Current Food Handler's Card,
HAACP Training,
Experience cooking in Preston County Schools,
Must attend pre-service training - June 1, 2010 -
Board Room - 4:00-6:00 p.m.

Head Cook - Pay Grade "D"
Cook II - Pay Grade "B"

PRESTON COUNTY SCHOOLS OFFERS PUBLIC EMPLOYEES INSURANCE, RETIREMENT AND BOARD OFFERED DENTAL/OPTICAL PLAN.

REFERENCE: Policy 8-18