



HARLANDALE INDEPENDENT SCHOOL DISTRICT

"A Family Working Together!"

JOB ANNOUNCEMENT

BUS MONITOR TRANSPORTATION DEPARTMENT

POSTING DATE:

February 13, 2014

OPEN UNTIL FILLED

Number of Days Employed: 192
Working Hours: Flexible Hours (25 hours per week)
Paygrade: 1A
Hourly Rate Range: \$9.60 - \$15.43

POSITION SUMMARY: This position is responsible for monitoring student behavior, insuring the safety of the student riders and assisting the bus driver.

REPORTS TO: Transportation Coordinator

MINIMUM SKILLS/QUALIFICATIONS:

- *1. High School Diploma or GED from a state accredited high school or educational program.
2. Good oral and written communication skills
3. Knowledge of student discipline management
4. Ability to read a map and learn assigned bus route
5. Pass annual physical exam approved by T.E.A.
6. Meet physical requirements of the position description
7. Perform duties as assigned

*High School Diploma or GED requirement is waived for HISD employees currently holding a position at the same paygrade as the position applying for within the same job classification.

APPLICATION PROCEDURES:

- **IN DISTRICT:** Employees must submit a complete resume and letter of interest
- **OUT OF DISTRICT:**
 - 1) Must complete an online application to include work history
 - 2) Must submit a resume

INTERESTED PERSONS MUST SUBMIT THE APPROPRIATE DOCUMENTS TO:

Mr. Elias Hernandez, Human Resources Auxiliary Coordinator
Harlandale Independent School District
102 Genevieve
San Antonio, Texas 78214-2997
(210) 989-4410

Applicants chosen for an interview will be contacted about the date and time.

WORKING DAYS, WORKING HOURS, DUTY ASSIGNMENT AND JOB LOCATIONS ARE SUBJECT TO CHANGE.

The Harlandale Independent School District does not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin, age, disability, military status, genetic information or on any other basis prohibited by law.

*An Equal Opportunity Employer
The following person has been designated as the Title IX Coordinator:
Diana Tudyk, Interim Executive Director for Human Resources
102 Genevieve
San Antonio, Texas 78214
(210) 989-4410*