

WORTH SCHOOL DISTRICT 127

DISTRICT OFFICE

DR. ROSEMARY LUCAS ADMINISTRATIVE CENTER

11218 SOUTH RIDGELAND AVENUE

WORTH, IL 60482

708.448.2800
FAX 708.448.6215

August 14, 2018

NOTICE OF VACANCY

Lunch Supervisor
Worth Elementary School

REPORTS TO:

Principal

QUALIFICATIONS:

1. Ability to supervise groups of students during their lunch and recess periods.
2. Interest in working with students in a positive manner.
3. Ability to follow district procedures in the service of the student lunch program.
4. Ability to work collaboratively with others.
5. Excellent communication skills.
6. High school diploma or its equivalent.

DUTIES AND RESPONSIBILITIES:

1. Supervise students during their lunch period.
2. Supervise students during recess period both inside and outside the school building.
3. Assist with distribution of milk and/or lunches.
4. Follow district procedures for the student lunch program.
5. Assist with simple cleaning of the lunchroom area, particularly in cleaning and wiping the lunch tables.
6. Maintain the confidentiality of all school information.
7. Observe and follow all District policies and procedures.
8. Complete required trainings as directed by the Business Manager/CSBO.
9. Perform all duties and responsibilities as assigned by the principal.

SALARY:

\$11.85 per hour

WORK YEAR AND WORK DAY:

School Year (student attendance days only); 2 hours per day

STARTING DATE:

August 29, 2018 or as soon as possible thereafter

METHOD OF APPLICATION:

Qualified applicants should furnish:

1. A letter indicating interest in the position.
2. A completed District 127 application for employment (available on the district's website: <http://www.worthschools.org>).
3. A list of references (at least three) including addresses and phone numbers.

by August 27, 2018

Address all correspondence to:

Dr. Rita Wojtylewski, Superintendent
Worth School District 127
11218 South Ridgeland Avenue
Worth, Illinois 60482

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