

Marion County Board of Education
1516 Mary Lou Retton Drive
Fairmont, WV 26554

TO: Qualified Personnel
FROM: Andy Neptune, Administrative Assistant
SUBJECT: VACANCY
DATE: February 5, 2019

The following substitute service positions are being considered:

Five (5) Substitute Cooks S19 02 05 01

Qualifications:

1. High school diploma or equivalent, or enrolled in an approved Adult Education course in preparation for obtaining a G.E.D. (Senate Bill 14, June 27, 1988)
2. Ability to communicate, read, write, and make basic calculations and follow written and oral communications
3. Possess a valid Food Handler's card and meet all local and state health requirements
4. Good health, average physical strength with capability to lift large containers of food
5. Ability to relate well to children and adults
6. Ability to achieve a raw score of 70% on a written objective test designed for this classification as required by WV Code 18A-4-8e.

Job Description: 5.09, 5.10

NOTE: Applicants are advised the WV Code 18A-4-8e requires that all employees achieve a passing score on a state competency examination designed for this classification.

Posting number must be on all vacancy forms.

Appointment will be made in accordance with West Virginia school law. Therefore, priority consideration will be given to those persons presently employed by Marion County Schools. Anyone interested in applying for the vacancies as posted, should submit an Application for Vacancy form to the Personnel Office, Marion County Schools, 1516 Mary Lou Retton Drive, Fairmont, WV 26554. **All applications must be received by 5:00 p.m. on February 28, 2019.**

No person in the United States shall, on the grounds of race, color or national origin, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

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