

CHARLOTTE PUBLIC SCHOOLS

378 STATE STREET
CHARLOTTE MI 48813

Telephone (517)541-5103
Telefax (517)541-5105

CHARLOTTE PUBLIC SCHOOLS POSITIONS MAY BE AVAILABLE:

FOOD SERVICE SUBSTITUTES:

Minimum requirements: high school diploma, organized, cooperative, and flexible. Must pass criminal history background check. Complete a District application at 378 State St., Charlotte, MI. \$7.40 p/hr.

SECRETARY SUBSTITUTES:

Minimum requirements: high school diploma (or equivalent) and satisfactory results of District testing procedure, must be able to type a minimum of 45 wpm. Must pass criminal history background check. \$8.00 per hour. Complete a District application at 378 State St., Charlotte, MI.

CUSTODIAL SUBSTITUTES:

Minimum requirements: high school diploma, organized, cooperative, and flexible. Must pass criminal history background check. Complete a District application at 378 State St., Charlotte, MI. \$8.00 p/hr.

PARAPROFESSIONALS: Minimum requirements: high school diploma (or equivalent) and satisfactory results of District testing procedure. Must have the ability to work with students and adults, individuals or groups. Previous experience with students is desired. Must pass criminal history background check. Complete a District application at 378 State Street, Charlotte, MI . \$7.40 p/hr.

APPLICATIONS FOR SUBSTITUTE POSITIONS ARE ACCEPTED YEAR ROUND. YOU WILL BE CONTACTED IF THERE IS A CURRENT NEED FOR SUBSTITUTES IN THE AREA FOR WHICH YOU HAVE APPLIED.

“Where Learning Is A Lifelong Process For All”

Charlotte Public Schools is an equal opportunity employer that offers student programs and services without regard to sex, creed, national origin or disability.