

ADMINISTRATIVE GUIDELINES

Special Services, Johnson County and Surrounding Schools

SERIES 500: PERSONNEL

Section 501: General

501.11.7 Posting Notice Procedures

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All SSJCSS employees are notified of all vacancies via a group e- mail message from the HR Manager so that any employees who wish to be considered for the vacancy can submit a letter of interest/resume for the posted position.

Positions being filled by involuntary transfers will not be posted.