

ST. CLAIR COUNTY SCHOOLS

JOB POSTING REQUEST

Administrators and/or Supervisors –

Please complete this form for each job that you need posted. Send the posting to the Director of Personnel as soon as you have a resignation in hand or permission from the Superintendent of Education to post a new position.

School: _____

Position: _____

Is this a new position? Yes No

If no, state who held this position previously. _____

If applicable, list any special considerations you need and want placed on this posting.

Comments

Signature of Principal/Supervisor

Date