

**Assistant Cook/Dishwasher**

**Hartsburg-Emden Jr./Sr. High School**

Start Date for position: immediately

Hartsburg Emden CUSD # 21 is seeking a person to work as an Assistant Cook/Dishwasher for Jr./Sr. High School. Work day is 5.5 hours per day. (8:00am to 1:30pm) Hours: 8:00am – 1:30pm, Monday – Friday. Starting Salary: \$11.50/hour (may adjust with experience).

Please contact Terry Wisniewski, Superintendent at [twisniewski@hartem.org](mailto:twisniewski@hartem.org) or 217-642-5244.

Interested candidates should apply immediately

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**Substitute Bus Drivers**

**Hartsburg-Emden School District**

Start Date for position: immediately

Hartsburg Emden CUSD # 21 is seeking a person to work as a Substitute Bus Driver who could be available to run morning and afternoon routes on short notice and/or available to drive when we have athletic and extra-curricular events. We will assist you through the licensing process and pay for all fees required to obtain the licensing. Applicants should possess basic good communications skills, and a good work ethic. Qualifications: Must be able to successfully pass drug screen and physical exam (as mandated by the Illinois Department of Transportation). Starting Salary: \$26.00/route (each route pays 2 hours) \$11.50/hour for extra-curricular activities (may adjust with experience).

Please contact Terry Wisniewski, Superintendent at [twisniewski@hartem.org](mailto:twisniewski@hartem.org) or 217-642-5244.

Interested candidates should apply immediately

**Substitute Teachers**

**Hartsburg-Emden School District**

Start Date for position: immediately

Hartsburg Emden CUSD # 21 is seeking individuals who wish to be Substitute Teachers in our district. Qualifications: Must be a licensed Substitute Teacher.

Interested candidates should contact Jon Leslie, Principal at [jleslie@hartem.org](mailto:jleslie@hartem.org) or 217-642-5244.

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**Part-Time Custodian during COVID-19 Pandemic**

**Hartsburg-Emden Jr./Sr. High School**

Start Date for position: immediately

Hartsburg Emden CUSD # 21 is seeking a person to work as a part-time (4.0 to 5.5 hours per day) custodian during the COVID-19 pandemic when school is open. Applicants should possess basic cleaning skills, experience with cleaning equipment, communications skills, and a good work ethic. Hours: Flexible. Monday – Friday. Starting Salary: \$11.50/hour (may adjust with experience).

Please contact Terry Wisniewski, Superintendent at [twisniewski@hartem.org](mailto:twisniewski@hartem.org) or 217-642-5244.

Interested candidates should apply immediately

## **Bus Monitors during COVID-19 Pandemic**

### **Hartsburg-Emden School District**

Start Date for position: Immediately

Hartsburg Emden CUSD # 21 is seeking an individual to work as a Bus Monitor custodian during the COVID-19 pandemic when school is open. Applicants should possess basic communications skills and a good work ethic. Monday – Friday Starting Salary: \$11.00/hour (may adjust with experience).

Please contact Terry Wisniewski, Superintendent at [twisniewski@hartem.org](mailto:twisniewski@hartem.org) or 217-642-5244.

Interested candidates should apply immediately