



COAST UNIFIED SCHOOL DISTRICT

1350 Main Street • Cambria, California 93428

Tel 805-927-3880 • Fax 805-927-7105

Victoria Schumacher, Ph. D., Superintendent

JOB VACANCY - PLEASE POST

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**Director, Maintenance, Operations
and Transportation**

LOCATION: Coast Unified School District

STARTING: January, 2017

SALARY: \$79,523 - \$89,504 to start

HOURS: 8 hours per day

BENEFITS: Medical, Dental, Vision

ASSIGNMENT: Under the general direction of the Superintendent or designee, the Director of Maintenance, Operations and Transportation (MOT) plans, organizes, coordinates and supervises maintenance, custodial, grounds keeping, and transportation departments of the district. The Director (MOT) trains and supervises classified employees assigned to the maintenance and operation of schools in addition to those assigned to transportation department duties; ensures the ordering of all custodial, maintenance and transportation supplies and equipment; monitors the budgets for the maintenance, operations and transportation departments; oversees construction, reconstruction and modernization projects, and funding coordination; supervises the day-to-day operation of the District's pupil transportation program, including any contracted services with other neighboring school districts; ensures strict compliance with all applicable laws governing pupil transportation and vehicle repair; and assists in the development of long-range plans for MOT and does related work as required.

EDUCATION/EXPERIENCE: Minimum of one year of supervisory experience with the ability to effectively deal with a wide variety of personalities and situations requiring diplomacy, poise and firmness. Valid California Class A or Class B operator's license and Bus Driver's Certificate. Knowledge of Transportation scheduling, practices, laws and regulations. Valid first aid card or certificate of completion of California Highway Patrol First Aid Examination. Knowledge of provisions of the California Motor Vehicle Code Passenger Transportation Safety Handbook. Passage of physical examination requirements as required by the district. Knowledge of California Administrative Code, Public Contract Code, Education Code and other related codes of regulations as may be required in application to construction, maintenance, and/or modification and renovation of school buildings. Safety requirements for maintenance and operation of school buildings, grounds and equipment. Knowledge of methods, materials and equipment used in the maintenance, repair and renovation of school building and grounds. High school graduate or equivalent.



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MATERIALS: Please apply on EdJoin - www.edjoin.org; *In-House applicants please submit Letter of Intent.*

APPLICATION DEADLINE: January 2, 2017, 4pm

APPLICATIONS AVAILABLE: website www.coastusd.org or call 927-6135.

APPLICANTS: Submit application/materials to:

Personnel Department
Coast Unified School District
1350 Main Street
Cambria, CA 93428

Phone: 805/927-6135

EQUAL OPPORTUNITY EMPLOYER