

Application Period: Open Until Filled

Waimea Middle School

67-1229 Mamalahoa Highway
Kamuela, Hawaii 96743
Tel (808) 887-6090
Fax (808) 887-6087

Van Driver – Split Shift **Casual Position – 19 hours per week**

Approx Hours: Monday – Friday, 6-8AM and 2:15-3:45PM

Position is at Waimea Middle School, a public conversion charter school in Kamuela, Hawai'i.

Position Description:

Operates and maintains a passenger van for transporting school children and/or personnel as a primary work assignment, and prepares all required reports.

Possession of a current Driver's License, current DOT Medical Certificate, current Driver History check, and Criminal Abstract Clearance Letter. Driving experience which shows a history of traffic violations may disqualify an applicant. Also must pass eCrim review and fulfill related school employment rules/regulations including TB test and First Aid training documentation. Pre-employment and random controlled substance testing may also be required. Also requires COVID-19 safety mitigation compliance with current DOE/DOH and school-level guidelines.

Performs any other duties or responsibilities as designated by the principal.

Basic Requirements:

- Safe driving history.
- Demonstrated ability to work successfully with children and adults.
- Good physical health and ability to perform assigned duties.

How to Apply: For an application packet, please contact: Michelle Akiona

- Phone: (808) 887-6090
- Email: Michelle_Akiona@wmpccs.org
- Mail: 67-1229 Mamalahoa Highway, Kamuela, HI 96743

Applicants Must Provide:

1. Résumé including qualifications, relevant experience and required documents per van driver application packet.
2. Letter of interest
3. References
4. WMS Employment Application (available on school website)

Please submit the above documents by mail, email, fax or in person to the school office.

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

www.WaimeaMiddleSchool.org