



## Internal/External Posting

### Notice of Vacancy

# Transportation Director (Full-time)

#### DUTIES

- Coordinate transportation logistics and route management for the district including daily drop-off and delivery, field trips and athletic events
- Supervise staff including hiring, evaluation and scheduling of substitute drivers
- Communication with staff, parents, students and the public
- Coordinate purchasing of supplies, equipment and materials for bus garage
- Facilitate staff training with emphasis on student safety
- Maintain bus fleet to the highest standard of safety based on the annual state bus inspections

#### SKILLS

- Use of email and other technology programs used by transportation department
- Skills and experience in diesel engine maintenance and all aspects of heavy-duty mechanical repair, body work and welding
- Coordinate scheduling and possess the ability/certification to drive a bus

#### CERTIFICATION

- CDL with all endorsements for bus transportation
- Supervisor endorsement or experience
- Mechanic endorsement

#### STARTING DATE

As soon as possible

#### RATE OF PAY

\$50,000-\$70,000 depending on qualifications and experience; comprehensive benefits package includes health, dental, vision, life and long-term disability insurance (full family); 210 working days (2 weeks before school starts and 2 week after school ends)

#### CONTACT

Please send/email letter of interest and résumé to:  
Brad Plackemeier, Superintendent  
Harbor Springs Public Schools  
800 State Road  
Harbor Springs, MI 49740  
Tel. 231.526.4540 | Email: [bplackemeier@harborps.org](mailto:bplackemeier@harborps.org)

#### APPLICATION DEADLINE

Friday, March 17, 2023—4:00pm

Posting Date—February 27, 2023