



**BURLINGTON AREA SCHOOL  
DISTRICT**

**PLACEMENT NOTICE  
INTERNAL/EXTERNAL NOTICE  
2017-18 SCHOOL YEAR  
INTERNAL AND EXTERNAL POSTING**

**Days:** All School Days  
(When student is present)  
**Classification:** Category III

**Position:** Special Education Bus Aide  
(1 or 2 position(s))  
**Location:** Special Education Bus  
**Hours Per Day:** 7:15 – 10:15 am /1:55– 4:30 pm

**Description**

Duties include the following:

- Supervision of students during transport. To and from the Milwaukee area.
- Hours will begin and end at the Dousman Transport Co. located in Union Grove, WI. End of shift times are approximate due to student needs, weather, and traffic.
- Some mileage reimbursement is available, if a candidate took both shifts.

**Qualifications**

- High school diploma
- Experience working with children
- Flexible, insightful, organized, a fast learner
- Strong communication skills
- Creative and able to problem solve
- Able to work with behavior plans for students
- Able to support Individual Educational Plan goals
- Able to lift and position as part of 2-person team up to 150 lbs.
- Able to handle the physical demands of the position
- Able to participate in required training beyond the workday or work year

Candidates who are interested in making such a commitment are encouraged to apply.

**Posting Date:** January 24, 2018

**Closing Date:** Until a suitable candidate is found.

**THIS POSITION IS POSTED ON WECAN – APPLICATION MAY BE MADE THROUGH WECAN**

All candidates should send a letter of interest or e-mail (e-mail preferred), a resume, BASD application and letter of reference to:

Kathy Merlo, Director of Special Education  
Burlington Area School District Office  
100 N. Kane Street  
Burlington, WI 53105  
Phone: 262-763-0210 FAX: 262-763-0215 E-mail: [kmerlo@basd.k12.wi.us](mailto:kmerlo@basd.k12.wi.us)

**Position/Posting Approval:** *Peter Sant*

The Burlington Area School District, in accordance with Title IX of the Educational Amendments of 1972 and other Federal and State regulations, hereby declares that it is committed to the principle of equal education and employment opportunity and, accordingly, does not discriminate as to sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability. Any inquiries or complaints alleging non-compliance with Title IX of the Educational Amendments of 1972 or other Federal and State civil rights or nondiscrimination regulations shall be referred to the Title IX Coordinator of the Burlington Area School District.