

#56

JOB POSTINGS

INTERNAL/EXTERNAL

PLEASE POST

TO: All Staff, Placement Agencies and Colleges

FROM: Betty Savage
Assistant Superintendent of Human Resources

DATE: October 28, 2009

RE: **Seventh Grade Boys Basketball Coach at Bunker Middle School**

Muskegon Public Schools has an opening for a Seventh Grade Boys Basketball Coach at Bunker Middle School for the 2009/2010 school year. Previous coaching experience preferred.

If you have any questions regarding this position, please contact Terri Clock, Athletic Director, at Muskegon Senior High School (231-720-2823).

For **external** candidates applying for this position, please fill out an application through our on-line applications system, **SchoolStream**. Go to the MPS website link listed below:

Website: www.muskegonpublicschools.org

Link: Click on - Job Listings (at the top of your screen)
Click on - Online Application Form
Set up user name and password (1st time users)
Click on – Application and fill out the General Application
Click on – Job postings-Current
Be sure to link your application to the appropriate job posting
(NOTE: If you do not link your application to the job posting, your application will NOT be considered.)

Also, link the following information to the "Attachment" section of your application:

1. A cover letter stating your interest
2. A current resume listing experience, qualifications, plus other relevant information.

If you are an **internal** candidate and interested in applying for this position, please do so in writing to:

Betty Savage, Assistant Superintendent of Human Resources
Hackley Administration Building – Room 104
349 W. Webster Ave.
Muskegon, MI 49440

Internal candidates should also include a current resume listing experience, qualifications, plus other relevant information.

on or before 4:00 p.m., November 11, 2009.

ks

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