

JONES COUNTY JUNIOR COLLEGE
Position Announcement
March 1, 2018

POSITION: Groundskeeper I/Truck Driver (Commercial Driver's License with P and S endorsements)

DIVISION: Grounds

TERM OF EMPLOYMENT: Twelve (12) Months

COMPENSATION: Hourly wage commensurate with experience

APPLICATION DEADLINE: March 11, 2018

JOB DESCRIPTION:

Full-time grounds position. Will be expected to maintain assigned acreage in a short period of time, using proper methods, equipment, and material. Also, with CDL, will be required to drive commercial vehicles, passenger and otherwise, as deemed necessary by the college.

MINIMUM QUALIFICATIONS:

- High School Diploma (GED will suffice).
- Valid Commercial Driver's License (with P and S Endorsements).
- Three (3) years commercial driving experience.
- Clear criminal history background check.

PREFEREED QUALIFICATIONS:

- Ten (10) Year commercial driving experience.

CONTACT PERSONS: All inquiries should be routed through the Human Resources Department:

Jones County Junior College
Human Resources Director
900 South Court Street
Ellisville, MS 39437
Office: 601-477-4058
Fax: 601-477-4017

Applicant must provide the following by the closing date:

- (1) Complete resume and JCJC employment application (available online at www.jcjc.edu/employment).
- (2) Minimum of three (3) references attesting to the abilities in work area.
- (3) Documentation of educational achievement (transcripts, etc.).
- (4) Documentation of work experience.

Jones County Junior College does not discriminate on the basis of race, color, national origin, age, sex, or disability in its programs, activities, or employment practices. The following person has been designated to handle inquiries and grievances regarding the non-discrimination policies: (ADA/ Section 504) Pam Brownlee, ADA Coordinator, Jones County Junior College, 900 South Court Street, Ellisville, MS 39437, 601-477-4122; (Title IX) Kisha Jones, Title IX Coordinator, Jones County Junior College, 900 South Court Street, Ellisville, MS 39437, 601-477-2307.