

Heber Overgaard Unified School District No.6

October 31, 2023

Position Deadline: **Open Until Filled**

Heber/Overgaard U.S.D. #6
PO Box 547 / 3375 Buckskin Canyon
Heber, AZ 85928
Phone (928)535-4622 / Fax (928)535-5146
Email: mechel.petersen@h-oschools.org

GENERAL POSTING

Notice

Heber-Overgaard Unified School District #6 has a 12month Payroll Clerk position available. Please contact the District Office for job qualifications and description,

Position will be 9 hour/day, benefited, Monday – Thursday and will start immediately upon board approval. *Submit resume and application. HOUSD #6 is an equal opportunity employer.

If you are a current employee for the Heber-Overgaard Unified School District No. 6, you only need to send us a letter of intent. For those not currently employed by the District you must fill out an application. Application procedures can be downloaded from our website at www.heberovergaardschools.org/employment. Please contact Mechel Petersen (ext. 5001) for any further details on the posting above.

Notice of Nondiscrimination

Applicants for admission and employment, students, parents, persons with disabilities, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the Heber-Overgaard Unified School District are hereby notified that this district does not discriminate on the basis of race, sex, color, national origin, age, or disability in admission or access to, or treatment or employment in, its programs and activities.

Any person having inquiries concerning the district's compliance with the regulations implementing Title VI, Title IX, The Americans with Disabilities Act (ADA) or Section 504 is directed to contact the following individual who has been designated by the school to coordinate efforts to comply with the regulations regarding nondiscrimination: Ron Tenney, 928-535-4622 x 5000.