

**Ogilvie Public Schools – ISD 333**

**333 School Drive**

**Ogilvie, MN 56358**

**Phone: 320-272-5000 Fax: 320-272-5072**

*Kathy Belsheim, Superintendent 320-272-5075*

*Suzanne Davis, 7-12 Principal 320-272-5005 Ryan Koenigs, Pre K-6 Principal 320-272-5055*

*Benji Besser, Activities Director 320-272-5040 Brooke Stulc, Business Manager 320-272-5077*

To: All Interested Applicants

From: Kathy Belsheim, Superintendent, *and Paul Jacobs, Maintenance Operations Coordinator*

Re: Employment Opportunity

Date: September 15th, 2023

Ogilvie Public Schools is seeking qualified candidates who’d like to be part of building an efficient maintenance department filled with Lion Pride!

The following position is available.

* 1- Full time- 32 hour Department Lead Maintenance Department Position

**Duties:** To assist with the cleaning and maintenance to District’s buildings.The Lead may temporarily assign work details and is responsible to see that such tasks are completed. Responsibilities as assigned by the Maintenance Operations Coordinator.

**Benefits:** Salary and benefits per the negotiated Ogilvie Education Support Personnel Association

 (OESPA) Master Agreement. Higher wage available, based on past work experience with

 similar responsibilities.

**Duty Days:** Ogilvie Public Schools educates with a 4-day School Week structure; Monday is typically

 the non-school day.

Open until filled

Applicants should submit the following: District application (obtained at [www.ogilvie.k12.mn.us](http://www.ogilvie.k12.mn.us)) and letter of interest to Teri Belsheim, Ogilvie Public Schools, 333 School Drive, Ogilvie, MN 56358. Applications may also be submitted to tbelsheim@ogilvie.k12.mn.us  *For more information, please call Paul Jacobs at 320-272-5025.*

*“Ogilvie Public Schools is an equal opportunity provider and employer.”*