



Rockton School District No. 140

Excellence in Education

January 25, 2018

Please be advised that the Rockton School District No. 140 has the following positions open for the 2017-2018 school year:

Business Manager

Qualifications include a Bachelor's degree or equivalent experience. Certified School Business Official (CSBO) preferred but not required.

Duties include but are not limited to administering the business affairs of the district, including:

- All aspects of maintaining and preparing the budget
- District treasurer
- Benefit administrator
- Maintain special education outsourced student attendance and tuition
- Provide financial information to the board of education including salary, legal changes and contract negotiations
- Filing and expenditure reporting for all State and Federal grant monies.

This position is a year round position with vacation, sick and personal day benefits. Pay will be commensurate with experience and training.

Interested and qualified individuals should mail or email a cover letter and resume to:

Rockton School District Office
Attn: Tammi Gaziano
1050 East Union Street
Rockton, IL 61072
gaziano@rockton140.org

Resumes must be received by February 19, 2018

District Office	Rockton Grade School	Whitman Post Elementary School	Stephen Mack Middle School
1050 East Union Street	1050 East Union Street	1060 East Union Street	11810 Old River Road
Rockton, IL 61072	Rockton, IL 61072	Rockton, IL 61072	Rockton, IL 61072
(815) 624-8585	(815) 624-8585	(815) 624-4006	(815) 624-2611
Fax (815) 624-1002	Fax (815) 624-1002	Fax (815) 624-2125	Fax (815) 624-5900