

XENIA COMMUNITY SCHOOLS

April 03, 2017

RE: Vacancy Notice – Payroll Specialist

CENTRAL OFFICE

PAYROLL SPECIALIST

(12 month Unclassified position)

8 hours daily (7:00 – 3:30)

(Benefits include health, dental, vision & life insurance)

Hourly Rate: \$18.62-\$27.81

(The corresponding Job description [10.16] is also attached to the e-mail notice.)

All interested applicants should apply via the job posting on the [Dayton Area School Employment Consortium website](#). If you have trouble with the link or have technical difficulties, please contact Kelly Earwood in the Xenia Community Schools' Personnel Department at kearwood@xenia.k12.oh.us.

DEADLINE: Monday, April 10, 2017 (4:30 p.m.)

AN EQUAL OPPORTUNITY EMPLOYER