

**SPARTA COMMUNITY UNIT DISTRICT NO. 140
SPARTA, ILLINOIS
ANNOUNCES
POSITION VACANCY
2024-2025**

POSITION TITLE: Administrative Assistant/Accounts Payable
at the District Office

POSITION QUALIFICATIONS: High School Diploma

ANTICIPATED STARTING DATE: December 1, 2024

LENGTH OF POSITION: 2024-2025 School Year

APPLICATION DEADLINE: October 1, 2024

SALARY: To Be Negotiated

APPLICATION PROCEDURE: Send Letter of Application and Resume to:

Mr. Chris Miesner
Superintendent
Sparta CUSD #140
203B Dean Avenue
Sparta, IL 62286
hdierks@sparta140.org
<https://www.sparta.k12.il.us/district-forms>

DATE POSTED: September 17, 2024