The Hazleton Area School District is currently seeking applications, letters of interest and resumes for the following positions. Salary/Hourly Rate as per Collective Bargaining Agreement between the Hazleton Area School District and Hazleton Area Education Support Professional Association.

**Financial Secretary – Maintenance**

**Purchasing/Human Resource Specialist**

**General Secretary – Administration Receptionist**  
Bilingual Preferred

**General Secretary – Valley Elementary/Middle School**

Applications may be picked up at the Hazleton Area School District Administration Building between the hours of 8:00 AM-4:00 PM at the reception area, or online at [www.hasdk12.org/applications](http://www.hasdk12.org/applications). All job postings and descriptions are available on the district website at [www.hasdk12.org/postings](http://www.hasdk12.org/postings). A letter of interest must be sent for each individual position for which you are applying. Successful candidates will need all clearances, Act 24 (82), 34, 114, 151, pre-employment drug test, physical test and TB test. Please forward letter of interest, resume and application packet to: Jacqueline McHale, Director of Human Resources, Hazleton Area School District, 1515 West 23rd Street, Hazle Township, PA 18202-1647 by 4:00 P.M., Friday, September 5, 2014.

The Hazleton Area School District is an Equal Opportunity Employer