

BID SHEET

TO: All Classified Employees
FROM: Michael P. Hanlon Jr., Superintendent
RE: **Kitchen Assistant – Chardon High School**
DATE: March 4, 2026

The following position is available:

Kitchen Assistant – Chardon High School (coffee bar)

5 days per week (Monday thru Friday) – when school is in session

Effective Date: Immediately

Hours: 3.5 hours: 7:00 AM – 10:30 AM

Pay rate: Step 0 \$16.42 – Step 10 \$20.13

- Applicants interested in the above position should meet the qualifications and schedule requirements.
- Applicants must pass any Qualifications Test Prior to employment.
- If awarding of this position were to put applicant into a dual contract status, neither contract schedule may conflict with the other. In the event that this would occur, applicant would have to resign one of the positions held under the dual contract.

Applications may be submitted online at www.chardon.k12.oh.us. Click on Departments tab, then Employment to locate this position. Click View openings and apply online.

**For internal candidates, scroll down to bottom and click on View Internal Positions.
Deadline to apply online is March 11, 2026 at 11:59PM. You may also apply by filling out the lower portion of this “Bid Sheet” and returning it to the board office during normal board office hours (7:30AM-4:00PM) by March 11, 2026.**

Signature

Date

Are you currently employed by Chardon Local Schools? _____yes _____no

Is this position a contracted position or a substitute position? _____

Phone number where you can be contacted during the day? _____

The Chardon Local School District has dedicated itself to providing equal admission opportunities, equal educational opportunities, and equal employment opportunities to all people regardless of race, color, national origin, sex, or handicap.