

PLEASE POST

POSTING DATE

December 5, 2025

APPLICATION DEADLINE

**\*\*Until Filled\*\***



**VACANCY ANNOUNCEMENT  
2025-2026**

Location	Position	Days	Salary Class	Hours Per Day	Salary
Piney Woods Elementary School	Secretary III	240	12	7.5	\$35,730 - \$53,910
Nursery Road Elementary School	Tutor (Temporary/Part-time/ Grant-funded)	n/a	n/a	Varies	\$40 per hour (certified) \$25 per hour (non-certified)
Office of Operations - Transportation	Transportation Maintenance Assistant	240	8	7.5	\$27,360 - \$41,292

Additional information regarding position requirements and description is located on the District Five website:  
[www.lexrich5.org](http://www.lexrich5.org) under Human Resources / Job Descriptions.

**Application Procedure**

**Internal Applicants:**

If this is a promotional opportunity, please adhere to the following:

1. Lateral moves will not be considered at this time. Please refer to board policy GDJ, GDJ-R and AR GDJ-R (revised April 2016).
2. If this is a promotional opportunity, notify your principal/supervisor of your desire to apply for the vacancy and then visit the District Five application site at <https://www.applitrack.com/lex5/onlineapp/default.aspx>, submit an **Internal Application** and indicate the vacancies for which you are applying. If you have previously submitted an internal application, log on to your existing application and add the current vacancies of interest. A current resume and letter of interest must be attached to the application.

**External Applicants:**

Visit the District Five application site at <https://www.applitrack.com/lex5/onlineapp/default.aspx>, complete an **External Application** and indicate the vacancies for which you are applying. If you have previously applied, log on to your existing application and add the current vacancies of interest. A current resume and letter of interest must be attached to the application.

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\*\*This deadline is for the convenience of the District. The District reserves the right at any time to extend the deadline date without notice and without final consideration of any pending application. School District Five of Lexington and Richland Counties does not discriminate on the basis of age, race, sex, color, handicap, religion or national origin in its dealings with employees, students, the general public, applicants for employment, educational programs, activities, or access to its facilities.

AN EQUAL OPPORTUNITY EMPLOYER

A handwritten signature in black ink that reads 'Tamara Turner, Ed.D.'.

Dr. Tamara D. Turner, Chief Human Resources Officer