

KENESAW PUBLIC SCHOOLS



Full Time Bookkeeper

Kenesaw Public Schools is seeking a dynamic individual to support its business office with financial operations, human resources, and organizational duties. Qualified candidates should have at least three years of successful bookkeeping, payroll, and administrative experience. Kenesaw Schools offers a competitive salary and benefits package. Those interested in applying for this position can complete an application found on the school's website - kenesawschools.org. Applicants may also obtain a paper copy of the application from the school's office. Applicants are also encouraged to submit a resume listing job skills and experiences. These documents may be dropped off at the office or mailed to Superintendent, Kenesaw Public Schools, PO Box 129, Kenesaw, NE 68956. EOE

Contact Rick Masters, Superintendent, for more information.

Start Date: When available

Term - 12 month position

Hours: 8am-4:30pm