



BRANDEN ROEDER
SUPERINTENDENT

Rising Sun ~ Ohio County Community Schools

110 HENRIETTA STREET ♦ RISING SUN, INDIANA 47040

PHONE (812) 438-2655 ♦ FAX (812) 438-4636

WWW.RISINGSUNSCHOOLS.COM

OCEMS Executive Assistant/Treasurer

REQUIREMENTS:

Office experience (preferred)

Willingness to train under current Executive Assistant/Treasurer for 3 months

PRIMARY FUNCTION:

Per Job Description

SALARY/WAGE:

\$16.50/hr

POSTING DATE:

June 3, 2020 until filled.

APPLY TO:

Rising Sun-Ohio County Community School Corporation

Attn: Branden Roeder

110 Henrietta St.

Rising Sun, IN 47040

(812) 438-2655

broeder@risingsun.k12.in.us

QUESTIONS SHOULD
BE ADDRESSED TO:

Teresa George

436 S. Mulberry St.

Rising Sun, IN 47040

(812) 438-2626

tgeorge@risingsun.k12.in.us