

## **Anticipated - Vacancy Posting**

Posting Date: March 27, 2024

The Coosa County Board of Education in Rockford, Alabama has the following anticipated-vacancy:

### **1 – School Bookkeeper**

**QUALIFICATIONS:** High school graduate or equivalent.  
Evidence of high degree of skill in bookkeeping procedures.  
Proficient in use of computer hardware and software programs.  
Ability to operate typical office equipment and machines.  
Highly competent in human relations and communication skills, both written and oral.  
Knowledge of Nextgen preferable.  
Cleared background check through FBI and ABI processes.

**SALARY:** Based upon the Coosa County Board of Education Support Personnel Salary Schedule

**APPLICATION PROCEDURE:** Apply online at <https://www.coosaschools.org/domain/47>

**DEADLINE FOR APPLYING:** Minimum of 7 days or until position is filled.

**CONTACT:** Brandi Lee, Principal  
97 Coosa County Road 75  
Rockford, AL 35136  
Phone: 256-377-4384

It is the policy of the Coosa County Board of Education that no person shall, on the grounds of race, color, disability, gender, religion, national origin, or age, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program, activity, or employment