

Department of Education
Grainger County

P.O. Box 38
7850 Rutledge Pike
Rutledge, Tennessee 37861
Phone 865/828-3611 Fax 865/828-4357
Mr. Mark Briscoe, Director

May 6th, 2024

POSITION AVAILABLE

School Secretary

Joppa Elementary School

The Grainger County Board of Education will be accepting applications for the position listed above.

Interested applicants may pick up an application at the Central Office weekdays, 8:00 a.m. to 4:00 p.m. Applications are available on website – www.grainger.k12.tn.us

* CURRENT EMPLOYEE - SUBMIT RESUME ONLY

The deadline to submit applications will be May 15, 2024.

Please submit application and resume to the Central Office located at 7850 Rutledge Pike in Rutledge, Tennessee or email to Bethany Shofner at bshofner@gcs123.net.

Applications and resumes will be reviewed by the Grainger County Board of Education Director of Schools.

For further information, please contact Mark Briscoe, Director of Schools, at (865) 828-3611.

The Grainger County Board of Education does not discriminate on the basis of age, gender, race, color, creed, religion, national origin, marital status, or disability in the operation of its educational programs and activities including employment practices. T.B.I. background checks are required/Deficient background checks will terminate employment.