

# PRESTON COUNTY SCHOOLS

731 Preston Dr.  
Kingwood, WV 26537

Telephone: (304) 329-0580

Fax: (304) 329-0720

## Service Personnel Bid Sheet

Vacancy # \_\_\_\_\_

I, \_\_\_\_\_, would like to bid on \_\_\_\_\_  
Name Position

at \_\_\_\_\_ posted \_\_\_\_\_  
Location Date of Posting

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Present Position & Location

\_\_\_\_\_  
Date

Bids may be submitted in person to the personnel office, faxed to (304) 329-0720, or emailed to Brenda Smith at [brsmith@k12.wv.us](mailto:brsmith@k12.wv.us) prior to the end of the posting period. All vacancies are posted on the Preston County Schools website at [www.prestoncountyschools.com](http://www.prestoncountyschools.com), as well as in the Board of Education office and at each school.

Personnel Office Use Only
____ Regular Employee Seniority Date: _____
____ Substitute Employee Seniority Date: _____
____ RIFed Employee