

**The Mohawk Trail School System**  
**Mohawk Trail Regional School District | Hawlemont Regional School District**

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Sheryl L. Stanton, Superintendent of Schools  
TMSolution, Business Administrator  
Leann Z. Loomis, Director of Pupil Personnel Services

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Phone: (413) 625-0192 – Fax: (413) 625-0196

**MOHAWK TRAIL REGIONAL SCHOOL DISTRICT**

**Colrain Central School**

**Immediate Opening**

**Immediate Opening: School Secretary long-term Substitute:** – Full-time Secretary needed for Colrain Central School to provide clerical duties in a busy office from January to March, 2022. Position involves daily interactions with students and staff. Individual must be friendly, self-motivated, and well-organized with a strong attention to detail. Computer literacy and effective interpersonal communications essential.

Send cover letter, resume and references to: [ktotman@mtrsd.org](mailto:ktotman@mtrsd.org). Application deadline: Open until filled. The school district does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, religion, or sexual orientation.

1-13-2022