



PERRY PUBLIC SCHOOLS

Every One, Every Opportunity, Every Day

NOTICE OF INTERNAL/EXTERNAL VACANCY

July 19, 2018

POSITION TITLE: Custodian
4-hours/day, 52-weeks/year

QUALIFICATIONS:

- A minimum of a high school diploma or the equivalent
- Ability to hear conversational voice, with or without hearing aid
- Ability to speak and be understood under normal circumstances
- Full or sufficient use of arms, hands, legs, and feet
- Ability to lift up to 51 pounds
- A valid drivers' license
- Criminal background check including fingerprinting required

RESPONSIBILITIES:

- Must meet the requirements of the custodial job description (Please see attached)

SALARY: Per AFSCME Contract

APPLY TO: Interested persons should send letter of interest, resume, and references to:

Rod Adair, Custodial Supervisor
Perry Public Schools
2665 W Britton Road
Perry, Michigan 48872

DEADLINE: August 2, 2018

Statement of Compliance with Federal Law

The Perry Board of Education complies with all Federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Perry Board of Education that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subject to, discrimination in any program or activity to which it is responsible or for which it receives financial assistance from the U.S. Department of Education.

JOB DESCRIPTION

DEPARTMENT: Physical Plant

POSITION TITLE: Custodian

REPORTS TO: Maintenance/Custodial Supervisor

JOB GOAL: To maintain the physical facilities in a condition of operating excellence, cleanliness, and safety, so that full educational use of them may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Ability to do the work of the position without more than normal supervision.
2. Ability to express and communicate in writing.
3. Ability to work well on his/her own.
4. Complete cleaning schedule for the areas assigned, within the frequency requirements provided.
5. Know the schedule for all assigned areas; look for ways to improve on the schedule.
6. Know and have a basic understanding of the chemicals and processes used in the cleaning schedule.
7. Conduct routine tours of the physical plant, grounds, and facility as assigned in the schedule.
8. Maintain a positive public relations attitude with all staff and student personnel.
9. Routinely inspect those areas outlined in the schedule for possible personnel and safety hazards and report to Maintenance/Custodial Supervisor.
10. Conduct such maintenance functions which are assigned, within the knowledge and skill level as determined by the Maintenance/Custodial Supervisor.
11. Observe cleaning and maintenance needs or requirements for the areas assigned and report the requirements to Maintenance/Custodial Supervisor.
12. Secure all assigned areas at the end of shift.
13. Perform other duties as assigned by the Maintenance/Custodial Supervisor