

ALGONAC COMMUNITY SCHOOLS

5200 Taft Road
ALGONAC, MI 48001

VACANCY

Custodial Position

Qualifications: High School Graduate or equivalent.
Familiarity with all custodial responsibilities.
Familiarity with electrical and plumbing systems.
Capable of supervision and self-direction.
Self Motivated.
Dependable, reliable and trustworthy.
Certification of good health signed by a licensed physician.
Knowledgeable with and capable of operating power equipment such as lawn tractors, gas trimmers, snow plows and floor scrubbers.
Must possess a valid State of Michigan driver's license and maintain this license during employment.

Essential Duties:

- Responsible to the Administrator in charge of the assigned building or his/her designee.
- Inform supervisor of needed supplies and equipment.
- Perform other work as assigned by administration.
- Keeps building and premises, including sidewalks and play area neat and clean at all times.
- Shovels, plows and/or applies required materials to keep clear all sidewalks, parking areas and steps, as appropriate.
- Cleans classrooms, administrative offices, common areas, restrooms and dining facilities daily.
- Cleans corridors after school each day and during the day when their condition requires it.
- Disinfects restroom facilities and all other sanitary fixtures daily.
- Cuts grass, trims grass, edges sidewalks, clear grass clippings from entry ways and roadways.
- Conducts minor repairs to buildings such as: changing light bulbs, clearing toilets, changing filters on HVAC units, replacing ceiling tiles, etc.
- Conducts himself/herself in a manner commensurate with the position and projects a good public image of the School District in dealing with community and employee groups.
- Other such duties as determined.

Reports to: Principal / Operations Manager
Salary/Benefits: Custodial rate as per Master Agreement
Hours: 40 hours a week

Interested and qualified candidates please send completed application to:

Mr. Alan Latosz
Superintendent
Board of Education Office
5200 Taft Road
Algonac, MI 48001
Phone: (810) 764-9364

"AN EQUAL OPPORTUNITY EMPLOYER"

Auxiliary aids and services are available upon request to individuals with disabilities.