

**CLASSIFIED EMPLOYEES  
SHAWNEE MISSION PUBLIC SCHOOLS  
POSITION DESCRIPTION**

**POSITION TITLE:** Summer Crew Custodial

**DIVISION:** District Operations **DEPARTMENT:** Operations & Maintenance

**DAYS SCHEDULED:** Summer Schedule 06/06/2025 – 07/25/2025

**PAY SCHEDULED:** Range D Step 01 \$18.33/hr

**REPORTS TO:** Building Manager, Head Custodian and/or Lead Custodian

**I. GENERAL DESCRIPTION**

Responsibility for housekeeping, grounds maintenance, minor maintenance, heating and air conditioning operations. Must be able to work any shift and any days.

**II. EXAMPLES OF DUTIES AND RESPONSIBILITIES**

- A. Care and upkeep of facility, including grounds and operation of heating and air conditioning systems.
- B. Preparation of building for outside groups' use of facility.
- C. Other duties as assigned by Building Manager, Head Custodian or Lead Custodian.

**III. TRAINING, SKILLS, AND EXPERIENCE REQUIREMENTS**

- A. Good health, neat appearance, positive attitude, high energy level.
- B. Ability to follow written and verbal instructions.
- C. Ability to read and write.
- D. Must be able operate and maintain operations and maintenance equipment including, but not limited to, lawn mowers, floor waxer, snow blowers, heating & air conditioning systems, and any other equipment designated by the Manager of Operations & Maintenance.
- E. Must be able to climb, stoop and bend, and must be in good health and physical condition. Must be able to access remote areas of buildings, including unstable surfaces, and areas with construction debris; may need to be able to climb ladders and scaffolds, crawl through tunnels and other limited access areas.
- F. Must be able to lift and carry 50 pounds of equipment.
- G. Should possess ability to safely mix and apply appropriate chemicals for weed control.

In addition, as an organization/community that reflects and appreciates diversity, bilingual communication skills are noted and valued.