

## **Summer Custodians—County Itinerant (13)**

Posting Dates: April 4-10, 2025

Shift: (Anticipated) 6:00 am - 2:00 pm

Anticipated Employment Term: 29 Days--To be fulfilled between June 10-August 1, 2025, (individual cannot be working under another contract during the term).

Location: To be determined based on need.

Salary Range: Pay Grade C or daily rate of pay.

\*Note: any wages earned in the month of June, will be taxed at the higher tax rate.

### General Responsibilities and Goals:

Emphasis: Moving furnishings and waxing floors

### Relationship:

Directly responsible to the principal of the school in which he/she works during the school year and to the director of personnel/buildings and grounds during the summer.

### Qualifications:

Must have attained a high school diploma or GED equivalent. Must have the ability to get along well with people. Passage of State Competency Test. He/she must have the physical attributes and skills to do the work required. He/she must demonstrate aptitude or competency for assigned responsibilities.

### Terms of Employment:

The employment term will depend upon the type and size of school as listed in the county salary supplement. Salary will be based on the state pay scale.

### Performance Standards/Indicators:

#### 1. Work Habits

- Display a positive attitude;
- Follow state and county laws, and school policies;
- Meet schedules;
- Maintain a clean, uncluttered work area;
- Manage stressful situations;
- Require minimum supervision;
- Be punctual;
- Accept suggestions and constructive criticism;
- Be dependable.

#### 2. Work Duties and Performance

- Clean and dust building;
- Clean chalkboards;
- Sanitize restrooms and other areas needing it;
- Secure building during hours school is not in session;
- Keep sidewalks, driveways, and grounds, neat and safe;
- Immediately report major repairs to the principal;

- Open building as needed;
- Regularly inspect building for safety hazards and repairs;
- Order supplies as needed;
- Raise and lower flag;
- Protect school property against damage or theft;
- Keep building free of refuse;
- Perform other related duties as assigned by principal.

#### Custodian III

- Perform duties of Custodian I;
- Operate heating and cooling system efficiently;
- Make minor repairs;
- Paint areas in need when time permits.

#### Custodian/Groundsman

- Perform duties of Custodian I and III;
- Perform general care to the school grounds (mowing grass, trimming shrubs, etc.).

#### Professional Development:

- Attend in-service and job-related training;
- Work toward skill improvement and efficiency.