

Job Title: Custodian
Department: Maintenance
Reports To: Maintenance Director

FLSA Status: Non- Exempt
Compensation: \$10 - \$12 DOE
Hours: 6:30am – 3pm M-F (Full-Time)

Job Summary

- Performs routine manual tasks in maintaining the cleanliness, sanitary conditions and appearance of the school building and grounds, both interior and exterior.

Job Duties

- Salt, snow blow and shovel snow during winter conditions as advised by Maintenance Director
- Check and maintain boiler and heating systems
- Performs custodial related duties necessary to maintain cleanliness and sanitary conditions.
- Performs many varied custodial tasks necessary for the upkeep of buildings and grounds.
- Performs other related duties as assigned or requested.

Education and Experience

- Minimum Education: Less than High School
- Preferred Education: High School Diploma or GED
- Preferred Experience: 1 Year
- Minimum Experience: 0 - 6 months

Physical Demands

- Required to sit, stand and/or walk throughout building including frequent use of stairs.
- Occasionally required to bend, lift or climb.
- Frequently required to lift light weights (less than 25 pounds)
- Occasionally required to lift moderate weights (25-50 pounds)
- May be required (rarely) to lift heavy weights (50 pounds or greater)

Work Environment

- Occasional exposure to adverse weather conditions.
- Private School Setting: working with others and around children
- Some travel required

Job Qualifications (Willing to Train)

- Must be able to successfully pass a background check
- Must have reliable transportation with the ability to use transportation during work hours for travel
- Ability to operate a riding lawn mower and snow thrower.
- HVAC and Boiler system knowledge
- Basic knowledge of plumbing and electrical
- Ability to communicate with a 2 way radio.

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