

# SOUTHWEST REGION SCHOOLS VACANCY ANNOUNCEMENT

**POSITION TITLE:** Custodial Worker  
**PAY RANGE:** \$18.26/hour DOE  
**LOCATION:** New Stuyahok  
**HOURS/WEEK:** 20 hours/week  
**OPENING DATE:** August 2, 2021  
**CLOSING DATE:** August 12, 2021 or until filled

## **DEFINITION**

Under supervision of the site administrator does basic to advanced level cleaning and minor maintenance work on school facilities, teacher housing and on grounds.

## **TYPICAL TASKS**

1. Strips wax from floors, re-waxes and buffs, sweeps, and damp mops floor.
2. Washes windows and boards, fixtures, floors and walls.
3. Dusts furniture, lockers, cabinets, walls, radiators, windowsills and other furnishings.
4. Empties trash receptacles, sanitizes rest rooms.
5. Makes daily checks of building including boiler, lights and ballasts, and fuel levels in bulk fuel tanks and daily tanks.
6. Follow fuel pumping procedures to ensure all day tanks for school and teacher housing are kept full and report fuel measurements to maintenance department as requested.
7. Checks all door locks securing the building upon closing.
8. Transports and empties large trash containers into outdoor units.
9. Manually or with mechanical assistance, moves and transports furniture and equipment, boxed text books and other supplies weighing up to 70 pounds.
10. Operates snow removal equipment as assigned, performs minor repairs and preventive maintenance functions.
11. Maintains motors, and other equipment according to preventative maintenance schedule (i.e. air filters and ballasts).
12. Watches for safety hazards and guards against fire, theft and illegal entry.
13. Reports need for maintenance and supplies.
14. Performs other duties as assigned.

## **EDUCATION, EXPERIENCE AND SKILLS REQUIRED**

1. High School diploma or equivalent.
2. Ability to operate standard equipment used in custodial work.
3. Demonstrated ability to keep simple records and follow written and verbal instructions.
4. Ability to get along well with students, officials, and the general public.
5. Sufficient strength, agility and dexterity to perform all required tasks.
6. Ability to work out-of-doors in a variety of temperatures and climate conditions.
7. Ability to carry up to 70 pounds, carrying equipment, and tools required for the job.
8. Valid Alaska drivers license desirable.

For more information or to apply, please contact:

Robin Jones, Principal  
"Chief" Ivan Blunka School  
693-3144