

VERNONIA SCHOOL DISTRICT 47J

1201 Texas Avenue
Vernonia, OR 97064

POSITION OPENING

TEMPORARY PART TIME CUSTODIAN

Date: March 4, 2021

Closing Date: March 14, 2021

QUALIFICATIONS:

- Knowledge of cleaning methods and equipment, building and equipment maintenance
- Education equivalent to high school graduation
- Able to work a flexible daily schedule (morning, swing or evening shift as needed)
- Communication and time management skills
- Demonstrates pride in work and school facilities
- Chemical Spray License is preferred
- Experience operating grounds equipment

POSTION STATUS:

This is a temporary part time position scheduled to work 3.75 hours/day. Starting pay range is \$13.76 per the Vernonia School District Classified Bargaining Agreement. Employee reports to the Maintenance Supervisor.

JOB RESPONSIBILITIES:

- Assumes responsibility for custodial care and maintenance of school building including, but not limited to classrooms, library, computer lab, gym, halls, bathrooms, and offices.
- Sweep, mop, wax and polish floors, vacuum carpeted areas, dust and clean chairs, desks and sinks, collect and empty pencil sharpeners and trash baskets, and verify proper operation and maintenance of doors and furnishings.
- Assists other custodians on tasks that require two people to perform.
- Assumes responsibility for securing and locking assigned facility each school day.
- Maintain strong customer service, communicating promptly and positively with staff and school patrons.
- Will need to bend, squat, climb stairs/ladders & lift up to 90 lbs.
- Other duties as assigned.

APPLICATION PROCEDURE:

Current district employees please submit the following: Letter of Interest

All other interested parties please submit the following:

- Letter of Interest
- Completed Application
- Resume
- Three Letters of Recommendation

Application materials to be submitted to:

Vernonia School District 47J

1201 Texas Avenue

Vernonia, OR 97064

Phones ((503) 429-5891 Fax (503) 429-7742

Vernonia School District 47J is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, or age. The district will not discriminate against individuals who, with reasonable accommodation, can perform the essential functions of the job.