



Southington Public Schools

November 14, 2013

NOTICE OF VACANCY

POSITION: Head Custodian - Day Shift
Work days & hours: Monday through Friday 7:00 am until 3:30 pm

LOCATION: South End Elementary School

SALARY: \$24.02 per hour

FINGERPRINTING AND DRUG TESTING WILL BE REQUIRED FOR NEW EMPLOYEES

DESCRIPTION: Be aware of common safety procedures and correct or report safety hazards to the appropriate authority. Prepare work schedules, assign duties, supervise and evaluate the work of subordinates. Perform and/or direct cleaning, sanitizing, rubbish removal and preservation of all building surfaces. Routinely perform safety checks of furnaces/boilers/HVAC. Maintains cleanliness of walks and grounds and shovel snow to provide safe passage at doorway and entrance walks. Open and/or close facility including securing building and activating alarm system. Set up and breakdown of furniture/equipment for school activities. Receive shipments and distribute teacher supplies as necessary. Responsible for minor repairs and operating condition of the building. Check all emergency lighting, batteries, fire alarms, eyewash, and health and safety inspection as required. Respond to emergency phone calls when required. Perform related work when assigned by administrator.

QUALIFICATIONS: High school graduate or equivalent. Possess thorough knowledge of current materials, equipment, methods and processes used for building maintenance and cleaning. Possess supervisory and interpersonal skills exhibiting the ability to plan and supervise the work of other custodians and work cooperatively with faculty, students and visitors. Possess a basic understanding of mechanical systems and equipment common to school facilities. Strong work ethics. Demonstrate evidence of being in good physical health to meet the demands of the position by passing the pre-employment physical assessment.

APPLICATION PROCEDURE: Please submit your application through our website:
<http://www.applitrack.com/southingtonschools/onlineapp>

APPLICATION CLOSING DATE: November 22, 2013
Optimal Start Date: January 1, 2014

AN EQUAL OPPORTUNITY EMPLOYER

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