



# KANNAPOLIS CITY SCHOOLS

100 Denver Street  
Kannapolis, North Carolina 28023  
(704) 938-1131  
[www.kcs.k12.nc.us](http://www.kcs.k12.nc.us)

## POSITION

## 12 MONTH CUSTODIAN

## APPLICATION DEADLINE

Screening will begin with the applications that are on file, but acceptance and review of materials will continue until the position is filled.

## QUALIFICATIONS

### Minimum Qualifications:

- High school diploma or GED (preferred but not always required).
- Prior custodial or maintenance experience preferred.
- Basic knowledge of cleaning procedures, materials, and equipment.
- Ability to read and follow written and verbal instructions in English.
- Ability to work independently and as part of a team.

### Other Requirements:

- Must pass a background check in accordance with North Carolina public school employee requirements.
- May be required to complete safety or hazard communication training upon hire.

## SALARY & BENEFITS

- Twelve-month, full-time position
- Competitive and based on experience, qualifications, and the district's approved classified salary schedule.
- Full State Benefits Package

## REPORTS TO

School Principal or his/her designee

## ESSENTIAL FUNCTIONS

The Custodian performs routine cleaning and maintenance duties to ensure the school building and grounds are safe, clean, and well-maintained for students, staff, and the public. This position contributes to the overall cleanliness, sanitation, and smooth operation of the school environment.

- Clean and sanitize classrooms, offices, restrooms, hallways, cafeterias, gymnasiums, and other school facilities according to established schedules and procedures.
- Sweep, mop, vacuum, dust, and polish floors, carpets, and other surfaces.
- Empty trash and recycling containers; dispose of waste in a safe and sanitary manner.

- Clean and disinfect restrooms; restock supplies (soap, paper towels, toilet paper).
- Operate and maintain custodial equipment such as vacuum cleaners, floor buffers, and auto-scrubbers.
- Ensure building security by locking doors, activating alarms, and identifying hazards.
- Perform basic maintenance tasks; report larger repairs or safety concerns promptly.
- Assist with setup and breakdown for school events or special programs.
- Maintain cleanliness of outdoor areas, including debris removal and snow/ice clearing (as needed).
- Follow safety procedures, including proper handling of chemicals and use of PPE.
- Respond to emergency clean-ups in a timely and professional manner.
- Collaborate respectfully with students, staff, and visitors to support a positive school climate.
- Other duties as assigned.

## **PHYSICAL REQUIREMENTS**

- Must be able to lift up to 50 pounds; heavier lifting may require assistance.
- Ability to operate custodial machinery and climb ladders for minor maintenance.
- Must be able to work in indoor and outdoor environments and in varying weather conditions.
- Exposure to cleaning agents, dust, and potentially slippery surfaces.

## **APPLICATION PROCEDURE**

Whether you are a new applicant, a former applicant, or a current employee, please be sure that Human Resources has an up-to-date and complete application online. All applications will be reviewed and qualified finalists may be called for an interview. To complete an application, please visit:

<https://www.applitrack.com/kannapolis/onlineapp/>