KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Soldotna, Alaska

NOTICE OF VACANCY
June 10, 2026/November 9, 2026

2026-27

Job Title:	Custodian I (Swing Shift)	Salary:	$23.40/hr + Shift Differential
Reports To:	Building Administrator	Range:	4
Location:	Homer High School	Hrs/Day:	8 hrs/day
	Homer, Alaska	# of Days:	206

JOB PURPOSE: To maintain the physical upkeep and cleanliness of school buildings, grounds, and furnishings.

Duties, Responsibilities, and Accountabilities:
1. Cleaning: Performs daily or scheduled duties such as sweeping, mopping, and vacuuming floors. Responsible for cleaning assigned rooms, halls, offices, and bathrooms. Will dust and clean walls, furniture, fixtures, and trash removal. Keeps school grounds tidy. Responsible for snow removal.
2. Maintenance: May perform duties such as replacing lights & perform routine adjustments and maintenance of heating, electrical, and plumbing systems. Performs periodic maintenance projects such as stripping and waxing floors and shampooing carpets.
3. Safety & Security: Maintains safe grounds by observing and correcting possible safety hazards such as wet floors, snow, or icy sidewalks. Helps ensure building security by being alert to unusual circumstances and by locking doors and windows as appropriate.
4. Teamwork: Performs other related duties as required or assigned, such as setting up tables for lunch or preparing facilities for special events. Will work cooperatively with school employees, students, and visitors.

Knowledge, Skills, and Abilities:
1. Requires knowledge of cleaning equipment, materials, and procedures to perform cleaning tasks efficiently and effectively. Requires physical ability to operate hand-held equipment and to perform active, physically demanding duties.
2. Requires basic knowledge of heating, electrical, and plumbing systems and maintenance procedures.
3. Requires attention to detail and ability to recognize safety and security hazards. Requires the ability to perform duties safely.
4. Requires a valid driver's license.
5. Requires knowledge of OSHA, fire safety codes, and laws and must follow all required procedures and policies.
6. Requires willingness to perform various job-related duties as situations require, a strong sense of teamwork, and the ability to work cooperatively with others.

Language Skills: Ability to read, analyze and interpret general and technical procedures. Ability to effectively present information and respond to questions from supervisors, custodial team, and maintenance department employees.

Mathematical Skills: Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
Reasoning Ability: Ability to solve practical problems and deal with various concrete variables in situations with limited standardization. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Other Skills and Abilities: Ability to establish and maintain effective working relationships with students, staff, and community. Ability to perform duties with awareness of all district requirements and Board of Education policies.

Physical Demands: The physical demands described here represent those that an employee must meet to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand; walk; stoop, kneel, crouch, or crawl. The employee must occasionally lift and move up to 50 pounds. Specific vision abilities required by this job include close vision.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but they should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification but to accurately reflect the primary job elements. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this classification.

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