



Secaucus Public School District

685 5th Street
SECAUCUS, NEW JERSEY 07094
PHONE: (201) 974 – 2000

Mark Toback, Ed.D.
Interim Superintendent of Schools

Grace Yeo
Business Administrator / Board Secretary

Full Time Custodian

The Secaucus Board of Education invites qualified and interested individuals to apply for the position of **Full-Time Custodian**.

QUALIFICATIONS AND REQUIREMENTS

- Minimum of a High School degree or equivalent.
- At least one (1) year of experience in a custodial position. Maintenance experience is a plus.
- Good communication and interpersonal skills.
- Ability to lift a minimum of twenty (20) pounds.
- Background Check
- Black Seal Boilers License preferred
- Minimum of a High School Diploma or equivalent

BASIC FUNCTIONS AND RESPONSIBILITIES

- To provide students, faculty, and staff of the district with a clean and safe environment to learn, teach, play, work, and develop.
- Responsible for state-mandated square footage, based on the size of the building and employment status. A full-time custodian is responsible for a minimum of 17,500 square feet.
- Daily, the custodian will perform the following duties:
 - Sweep, dust mop, and/or vacuum floors in assigned square footage.
 - High dust, clean, and polish furniture/desks.
 - Empty wastebaskets and deliver waste to dumpsters.
 - Bathrooms: clean stalls/urinals; replenish toilet tissues, paper towels, and soap dispensers; clean sinks; mop floors.
 - Dust-mop and clean gymnasium floors.
 - When applicable, clean bleachers and inspect for any irregularities to ensure bleachers are working properly
 - Dust air vents. If necessary, remove and clean vents with appropriate solvent.
 - Custodian assigned to the Multi-Purpose – Cafeteria will on a daily basis:
 - Dust mop sweep and wet mop floors
 - Clean and properly store tables
 - On a semiannual basis, vacuum freezer coils; clean and vacuum stoves
- Wash windows (that do not require the use of scaffolding) on an as needed basis.

- Clean and change air conditioner filters seasonally as directed by the Supervisor of Buildings & Grounds.
- Custodians with a Boiler License must perform all maintenance as directed by the Supervisor of Buildings & Grounds.
- Building premises, including sidewalks, driveways, and play areas, must always be maintained; this includes snow removal.
- Report any act of vandalism or evidence of deliberate littering to the Head Building Custodian and/or the Supervisor of Buildings & Grounds.
- Perform other custodial/maintenance duties as assigned.

Reports to: Supervisor of Buildings and Grounds and/or Head Building Custodian

SALARY AND EMPLOYMENT

Salary Range: Current starting salary range is \$53,229 as per the 2023-2026 SEA Contract

HOW TO APPLY

The Secaucus Board of Education only accepts electronic applications.
Please apply online at www.sboe.org.

OPENING DATE: October 28, 2026
CLOSING DATE: November 11, 2026

**THE SECAUCUS BOARD OF EDUCATION IS AN
EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**