



St. Charles School District

400 N 6th Street – St. Charles MO 63301

September 10, 2025

DAY CUSTODIAN St. Charles High School

Responsibilities include, but are not limited to....

- Maintains regular attendance.
- Cleans and preserves designated spaces, equipment, etc. in the building.
- Cleans classrooms, offices, libraries, restrooms and common areas including but not necessarily limited to chalkboards, dusting, emptying trash receptacles, vacuuming and washing windows.
- Scrubs, mops, disinfects, and polishes hard-surfaced floors in restrooms, cafeteria, hallways, classrooms, etc., as required.
- Performs minor maintenance and repairs.
- Immediately reports any vandalism or other damage to school property to his/her superior.
- Assumes responsibility for the security of the building - all doors and windows locked and lights turned off as needed before leaving the building for the night.
- Maintains an inventory of supplies and equipment and informs the Lead Custodian of needs in advance so as not to hinder the continued performance of building custodial duties.
- Complies with District Policies
- Receives permission from building principal/supervisor to work 40+ hours in a week
- Performs minor plumbing, electrical, painting, and minor repairs in buildings.
- Snow removal.
- Moves furniture and equipment and assists in special events presentations.
- Corrects minor safety hazards when observed and/or immediately refers major safety hazards to Principal.
- Maintains confidentiality.
- Attend/Complete District PD and training.

Qualifications....

- Experience and Training as necessary to complete job
- Minimum of one year successful prior experience in custodial work (preferred)
- Ability to lift at least seventy-five (75) pounds
- Able to climb at least a six (6') foot ladder

Terms of employment:

40 Hours Per Week – 8 Hours Per Day; Benefits

Beginning date:

October 1st, 2025

Salary:

Minimum \$15.60 per hour

Application process:

Interested and qualified persons should:

Complete an online application found on our website www.stcharlessd.org

Contact Kylie Franklin 636-443-4003 with questions.

The St. Charles School District is an Equal Opportunity Employer