

ANNOUNCEMENT OF VACANCY & JOB DESCRIPTION

Superior School District #3 announces an opening in the following position:

Custodian / Janitor:

To take care of our building and carry out cleaning, maintenance and security duties. The goal is to keep our building in a clean and orderly condition.

1. Clean and supply designated building areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc)
2. Perform and document routine inspection and maintenance activities
3. Carry out heavy cleansing tasks and special projects
4. Notify management of occurring deficiencies or needs for repairs
5. Make adjustments and minor repairs
6. Stock and maintain supply rooms
7. Cooperate with the rest of the staff
8. Follow all health and safety regulations

Requirements:

- Proven working experience as a janitor
- Ability to handle heavy equipment and machinery
- Knowledge of cleaning chemicals and supplies
- Familiarity with Material Safety Data Sheets
- Integrity and ability to work independently
- High school degree

Salary: DOE

Position is open until filled.

Scott Kinney - Superintendent
Superior School District #3
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