

JOB TITLE: Full-time Custodian

LOCATION: Georgetown, CO

SCHEDULE: Average 40 hours per week, Monday – Friday. Morning/afternoon/evening hours

WORK STATUS: Classified- Essential Personnel, Hourly Non-Exempt

REPORTS TO: Director, with duties monitored in conjunction with FT Maintenance staff

POSITION SUMMARY: Responsible for maintaining the cleanliness of assigned areas of the school and general set up and project assistance when needed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Cleans assigned areas of facility, including classrooms, hallways, restrooms, floors and common areas, entrance/exit area of buildings
- Maintains equipment
- Removes trash
- Performs seasonal work, if applicable
- Oversee general security of facility during shift
- Other duties as assigned

SUPERVISORY DUTIES: None

**POSITION REQUIREMENTS:**

- High School diploma or G.E.D.
- Effective communication preferred, oral and written
- One to three years' experience preferred

**GENERAL EXPECTATIONS:**

- Is flexible and adaptable to change
- Has the ability to work collaboratively with staff
- Maintains a positive attitude
- Observes all district policies and procedures

**ESSENTIAL PHYSICAL REQUIREMENTS:** The usual and customary methods of performing the job's functions required the following physical demands: frequent lifting 5 to 20 pounds, occasional lifting 20 to 50 pounds, frequent bending, reaching, kneeling, walking, standing, and occasional squatting. May work with chemicals to include, but not limited to, cleaning agents and sanitizers.

**ESSENTIAL ENVIRONMENTAL DEMANDS:** The responsibilities of this position includes duties both inside and outside and may include noise; dirt and dust; odors and fumes; hazardous materials or situations; temperature extremes; occasionally clean and comfortable.

**CLEARANCE:** Must clear online background check and FBI Fingerprint check through Colorado Bureau of Investigation.

**SALARY:** Negotiable based on experience. Please note: GCS is an at-will employer.

**BENEFITS:** GCS is a public employer and participates in the Colorado Public Employees' Retirement Association (PERA). All employees are required by state statute to contribute 10% of salary on a pre-tax basis to PERA and the District contributes 20.9% in addition to employee contribution.

**APPLICATION INSTRUCTIONS:** All interested and qualified applicants must complete an application. Incomplete applications and/or resumes received in lieu of applications will not be considered. Selected applicants will be contacted for an interview. This position will close once the vacancy has been filled.