

JOB TITLE: Part-time Custodian

LOCATION: Georgetown, CO

SCHEDULE: Average 20 hours per week, Monday – Friday. Afternoon and/or evening shift.

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.