

Wednesday, March 13, 2019
Job #27 Permanent Substitute

Reports To: The Department of Operational Services

Primary Function: Ability to perform custodial duties District wide.

Qualifications:

Mobility/Agility

- Physical strength and ability to work continuous hours on feet
- Ability to lift and carry moderately heavy supplies, equipment, and furniture
- Ability to climb a ladder up to 10 feet in height
- Ability to remove snow and ice from walks and to mow lawn

Organization/Supervision

- Good organizational and time management skills
- Ability to direct and supervise custodial staff of up to 10 employees
- Ability to maintain confidentiality

Technical Skills

- A minimum of two year's custodial experience preferred
- Ability to instruct custodians in proper cleaning methods, time management techniques, correct use of materials and supplies, and the proper use and care of custodial equipment
- Knowledge of methods used in making minor repairs
- Ability to work 1st or 2nd shift for custodian or building engineer
- Fill in as a delivery van driver
- Perform mechanical work under the direction of the physical plant personnel

Interpersonal Skills

- Ability to establish and maintain good working relationships with teachers, students, building engineer, fellow employees, and students
- Ability to work effectively with staff, parents, and community members regardless of race, national origin, gender, disability, age, or social economic status
- Effective communication skills
- Excellent attendance is required for this position

Duties:

1. Perform all phases of custodial work generally assigned to custodians in the district.
2. Get assignments from the Custodial Manager daily.
3. Ability to do building checks on weekends as needed.
4. Ability to work any job, to meet the needs of the District.
5. Other duties as assigned by the Custodial Manager or Building Principal.

PHYSICAL DEMANDS:

Constant walking, standing, climbing, stooping and bending. Ability to lift and carry 50 pounds without assistance. Work outside and inside, around machines with moving parts, work around moving objects or vehicles, work on ladders and/or scaffolding, exposure to airborne dust, slippery or uneven walking surfaces. Frequent District-wide travel.

Persons bidding on this position must discuss job requirements with Chuck Callaway or Marty Metcalf.

Complete the job bid process by visiting: <http://www.waterlooschools.org/hrs/afscme-job-openings>

BIDS ARE DUE BY 4:30 ON THE CLOSING DATE.

CLOSING DATE: Wednesday, March 20, 2019