DATE: January 8, 2019

POSITION TITLE: Custodial/Housekeeping

LOCATION: Glen Rose I.S.D.

SALARY RANGE: $9.00 minimum per hour, $12.50 mid-point per hour,
$15.99 maximum per hour, plus benefits

LENGTH OF WORK YEAR: Full-Time

POSITION SUMMARY: Will be responsible for the general custodial care of buildings. Follow routine cleaning and maintenance procedures to maintain a high standard of safety, cleanliness, and efficiency of building operations. Must be self-motivated and able to work without direct supervision.

POSITION REQUIREMENTS:
Education:

- ❑ High School graduate or equivalent.

Experience: Experience with general cleaning, floor care, and cleaning equipment.

ESSENTIAL JOB FUNCTIONS:

- ❑ Ability to read and understand instructions for cleaning, maintenance, and safety procedures
- ❑ Knowledge of minor repair techniques and building maintenance
- ❑ Ability to operate cleaning equipment and lift heavy equipment
- ❑ Ability to properly handle cleaning supplies
- ❑ Ability to maintain a cleaning schedule that will include cleaning of floors, chalkboards, wastebaskets, windows, furniture, equipment, and restrooms
- ❑ Assist with lunchroom set up, including arranging tables and chairs as needed
- ❑ Perform preventive maintenance to ensure the comfort, health, and safety of students and staff
- ❑ Assist in setting up facilities for special events
- ❑ Ability to work 40 hours as per assignment Monday-Friday.

WORKING CONDITIONS:
Frequent walking, standing, climbing, and heavy lifting and carrying. Work on outside and inside, on slippery or uneven walking surfaces and ladders. Exposure to hot and cold temperatures, dust, toxic chemicals and materials

APPLICATION PROCEDURES:
District Employees: Send letter requesting transfer with pertinent information if same job description. To change job description, send complete application and resume.

Outside Applicants: Download and complete online application at www.grisd.net or request application and/or send resume to:

Tommy Corcoran, Assistant Superintendent of Operations
Glen Rose Independent School District
P.O. Box 2129
Glen Rose, Texas 76043-2129
Email: corcto@grisd.net
(254) 898-3903
(254) 897-2055 Fax

APPLICATION DEADLINE: Until filled.

GRISD is an equal opportunity employer and selects personnel on the basis of merit. Applicants are considered without regard to race, color, national origin, age, religion, sex, marital or veteran status. Selection is determined by the presentation of evidence of experience, training, information from references and personal interviews.