

LAKE CENTRAL SCHOOL CORPORATION

8260 Wicker Avenue
St. John, IN 46373
365-8507

SUPPORT SERVICES STAFF - CUSTODIAL/MAINTENANCE DEPARTMENT
NOTICE OF VACANCY

July 3, 2014

Head Custodian..... Peifer Elementary School

Shift: Days - 40 hour week (overtime may be required)

Monday thru Friday

Education: High School Diploma or equivalent preferred.

Experience: Successful experience in Supervision, Mechanical Systems and Cleaning.

Qualifications:

- Ability to communicate well with students and staff
- Ability to work cooperatively and effectively with students and staff
- Ability to accurately respond to directions and instructions
- Ability to perform maintenance tasks, such as repair/replacement of light bulbs, pencil sharpeners, desks and chairs
- Ability to operate floor-cleaning equipment, such as buffers and scrubbers
- Ability to observe and accurately report observations
- Ability to supervise, oversee and schedule custodial staff
- Ability to maintain records, such as fire extinguishers, boiler checks and equipment
- Ability to monitor and perform general equipment/machine maintenance
- Ability to inspect school grounds and interior to identify special custodial and maintenance needs and to insure the property is free of hazards
- Ability to perform and arrange for building security provisions, such as lock and check outside doors, classroom windows and install/store hall security gates
- Ability to manage the maintenance of the outside grounds in areas such as landscaping, snow and ice removal
- Ability to effectively evaluate the job performance of custodial staff under your supervision
- Ability to coordinate and organize building needs and assign staff
- Must be able to lift 50 lbs due to requirements of position

Questions may be directed to: Lynn Goetz, Facilities Supervisor, 219-365-8507 (lgoetz@lcscmail.com)

Apply online at www.lcsc.us. Go to Job Opportunities>Custodial/Maintenance>Head Custodian (638)

Deadline: July 18, 2014

Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.