May 19, 2020

TO: gpsteachers@gsd404.org
gpsparapro@gsd404.org
gpscustodians@gsd404.org
gmsteachers@gsd404.org
gmsparapro@gsd404.org
gmscustodian@gsd404.org
ghsteachers@gsd404.org
ghsparapro@gsd404.org
ghscustodian@gsd404.org
secretaries@gsd404.org

FROM: Dr. Ellen Perconti, Superintendent

PLEASE POST

Goldendale School District No. 404 has the following opening:

**PRIMARY, MIDDLE AND HIGH SCHOOLS**
BUILDING MAINTENANCE CUSTODIAN
8.0 hours day, Monday-Friday
2:00 pm -10:30 p.m.

If you wish to be considered for this position, please contact Ellen Perconti, Superintendent in writing, by 3:00 p.m. on June 10, 2020. Open until filled.

In accordance with Federal law, the Goldendale School District is prohibited from discriminating on the basis of race, color, national origin, sex, sexual orientation, gender expression, gender identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability, and provides access to the Boy Scouts of America and other designated youth groups. To file a complaint of discrimination, write to Dr. Ellen Perconti, Title IX, ADA/504 Director, Harassment, Intimidation & Bullying Compliance Officer and Civil Rights Compliance Officer of Goldendale School District No. 404, 525 Simcoe Drive, Goldendale WA 98620 or call (509) 773-5846 or email to ellen.perconti@gsd404.org. Goldendale School District is an equal opportunity employer, complies with all Federal Rules and Regulations, and does not discriminate for all district employment opportunities. Goldendale School District is an equal opportunity employer, complies with all Federal Rules and Regulations, and does not discriminate for all district programs and employment opportunities.
GOLDEDALE SCHOOL DISTRICT NO. 404

JOB DESCRIPTION

TITLE OF POSITION

BUILDING MAINTENANCE

QUALIFICATIONS:

1. Knowledge of modern methods and materials of custodial work.
2. Ability to follow directions and work independently.
3. Ability to demonstrate positive demeanor while working with students, staff, and community both in the school setting and at activities.
4. Ability to operate tools and equipment used in custodial work.
5. Ability to observe and report needs for maintenance repair and supplies.
6. Possession of good physical condition and manual dexterity.
7. Ability to lift 100 lbs. occasionally and up to 50 lbs. frequently.
8. Ability to climb and descend ladders up to 50 feet.
9. Ability to be on feet for an 8-hour shift.
10. Ability to perform repetitive motions such as mopping, sweeping, dumping garbage cans, cleaning and scrubbing restrooms.
11. Must have telephone and transportation.
12. Must have knowledge of plumbing, electrical and mechanical repair.
13. Must pass physical.
14. Fingerprinting and background check is required.
15. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

REPORTS TO:

District Maintenance Supervisor and/or Building Principal.

JOB GOALS:

To perform custodial duties and routine manual labors to keep school buildings, facilities, and grounds (outdoor trash removal, flowerbeds, etc.) in a clean, neat, orderly, and healthful condition.

1. Performs general and routine custodial duties.
2. Carries school radio and responds as needed.
3. Assists craftsmen in making repairs to buildings, grounds as needed, and equipment.
4. Operates cleaning and polishing equipment.
5. Cleans classrooms thoroughly on a regular basis.
6. Assists faculty members as requested.
7. Assists in moving equipment, erecting staging scaffolding and such related work. Some heavy lifting required.
8. Performs minor carpentry functions.
9. Assists the principal and/or building principal in developing a long-term maintenance program for the building and grounds (as noted above in job goals).
10. Maintains work and storage areas in an organized and safe fashion.
11. Works with maintenance supervisor and/or building principal in ordering and purchasing needed supplies and materials, and coordinating work orders for the grounds and maintenance to meet emergency and long-term needs.
12. Perform summer jobs delegated as assigned by checklist.
13. Performs such other duties as may be assigned by maintenance supervisor and/or building principal.

PERFORMANCE RESPONSIBILITIES:

TERMS OF EMPLOYMENT:

EVALUATION:

12 months. Salary and work year to be approved by the Board. Performance of this position will be evaluated annually in accordance with the provisions of the Board’s policy on evaluation of classified personnel.

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