

YREKA UNION SCHOOL DISTRICT

June 24, 2020

Letters of interest are now being accepted for the following position:

Custodian/Maintenance/Grounds Position

DUTIES

1. Cleans assigned rooms, building, or office areas;
2. Sweeps, mops, and waxes floors in classrooms, hallways, restrooms, cafeteria, and gymnasium;
3. Vacuums and shampoos carpets and rugs;
4. Washes windows, walls, and equipment;
5. Empties and cleans waste receptacles;
6. Takes care of equipment and materials;
7. Replaces light bulbs;
8. Unlocks and locks doors to buildings;
9. Moves and arranges furniture and equipment and sets up rooms for special events;
10. Maintains buildings (restrooms, floors, woodwork, windows) by painting and minor repairs;
11. Arranges tables in cafeteria; assists with food delivery to school sites as needed;
12. Performs minor non-technical repairs (lights, blinds, and desks);
13. Assist in repairs of drinking fountains, water valves, toilets, water heaters, and irrigation systems;
14. Mows and waters lawns; cares for shrubs, trees and other landscaping; pruning and weed trimmer use;
15. Sprays for weed and insect control;
16. Assists with monthly fire/intruder drills;
17. Performs other related duties as assigned which are reasonably related to the above.

QUALIFICATIONS

1. Knowledge of preferred methods of cleaning and preserving floors, walls and fixtures;
2. Knowledge of the use of cleaning materials, disinfectants, and equipment used in custodial work;
3. Knowledge of tools and ability to use them in minor maintenance work;
4. Ability to quickly learn schedules and procedures;
5. Ability to perform physical labor including lifting in excess of 50 pounds;
6. Understand and carry out oral and written instructions;
7. Establish and maintain cooperative relationships with parents, students, and staff.

SUPERVISOR

Bill Robberson

APPLICATION PROCEDURES

Submit a letter of interest specifying the position to Donna Tudor, dtudor@yrekaud.net, Payroll/HR Manager, 309 Jackson Street, Yreka, CA 96097.

APPLICATION DEADLINE

Friday, July 3rd, 2020 by 3:00 P.M.

INTERVIEW DATE

T.B.A.

The Yreka Union School District is an equal opportunity employer, and does not discriminate on the basis of sex, race, color, religion, national origin, ethnic group, marital or parental status, or any other unlawful consideration.