

Custodian 2nd Shift - Burrillville School Department

Burrillville School Department

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Job Details

Job ID: 4889754

Application Deadline: Posted until filled

Posted: Dec 3, 2024

Starting Date: Immediately

Job Description

This Burrillville School Department is seeking qualified candidates for the position of 2nd Shift Custodian. Please see the following job description for responsibilities and qualifications.

TOWN OF BURRILLVILLE
Burrillville School Department
Position Description

Title: Custodian

Supervisor: Principal/Department Head

Department: School Department

GENERAL PURPOSE:

Performs a variety of cleaning and housekeeping activities and minor maintenance for school facilities to maintain neat, orderly and safe premises under the supervision of the Principal or designated manager with technical direction from the Facilities Manager or designated manager. The Custodian ensures confidentiality in all matters related to staff and student personal information.

GENERAL RESPONSIBILITIES:

1. Performs a combination of cleaning, dusting, sweeping, washing desks and chairs, buffing and waxing floors, washing windows and walls, changing light bulbs, caring for custodial equipment, emptying wastebaskets. removing trash, and making minor repairs to the

building.

2. Operates a variety of industrial cleaning equipment using appropriate mixtures of cleaning solutions, detergents, solvents, and waxes. Notifies Lead Custodian of need for cleaning supplies.

3. Cleans, waxes and polishes floors. Removes dirt and marks from floors using various compounds and cleaning techniques, according to the composition or the floor.

4. Sets up and puts away tables, chairs, and other equipment in cafeteria, auditorium or other areas.

5. Notifies supervisor concerning the need for repairs in lighting, heating and ventilation equipment.

6. Maintains facility security in accordance with school policy following prescribed procedures.

7. Assists with snow removal operations in accordance with the collective bargaining agreement.

8. Maintains confidentiality regarding staff and student information.

9. Other job-related duties may be required.

MINIMUM QUALIFICATIONS:

1. A working knowledge of the operation of custodial equipment, cleaning techniques, and cleaning solutions and solvents appropriate for public facilities, which is typically acquired through a complete high school education or GED and a demonstrated knowledge of cleaning practices.

2. Oral and written communication skills at the level required for the position.

3. Ability to write clearly, to recognize common grammatical errors, to perform mathematical operations, and to solve problems at the level required for the position.

4. A pleasant manner and positive, professional attitude that facilitates good interaction with children and adults.

5. Organizational skills that ensure efficiency.

6. Kneeling, pushing and pulling, crouching, squatting, lifting and carrying, reaching above shoulder level.

Position Type: Full-time

Positions Available: 1

Job Categories:

Support Staff > Custodian

Job Requirements

- High School/Trade School degree preferred.
- Citizenship, residency or work visa required

Application Questions

There are no application questions required for this job posting.

Contact Information

Robin Kimatian, Business Manager
2300 Bronco Highway
Harrisville, Rhode Island 02830
Phone: 401-568-1301
Fax: 40-568-1337
Email: kimatianr@bsd-ri.net

Map

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