



River Bend Community Unit School District #2

Where Everybody is Somebody

Darryl Hogue, Superintendent
River Bend District Office

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PLEASE POST

POSITION AVAILABLE

RIVER BEND MIDDLE SCHOOL

NIGHT CUSTODIAN

(6 hours per evening – Job description attached)

APPLY TO:

MRS. KATHLEEN SCHIPPER
PRINCIPAL

DEADLINE

Internal – October 25, 2019

External – Until filled

cc: Kathleen Schipper
Craig Hafner

DEH:v
10/15/2019

River Bend Community Unit School District #2

Job Description

- Title:** Cleaner River Bend Middle School/Fulton Elementary School
- Qualifications:**
1. Good health, subject to physical exam, drug test, high school diploma, and citizen of the United States.
 2. Demonstrated aptitude or competence for assigned responsibilities.
 3. Academic, professional, and personal excellence as board specified.
- Reports to:** Head Custodian
- Job Goal:** Ensure the physical plant, playground, grounds, and parking lot are safe, clean, attractive, and conducive to public/student access learning. Work at the direction of the head custodian.
- Performance Responsibilities:** The cleaner at River Bend Middle School will:
1. Ensure the safety, health, and well-being of all students, staff, and community by maintaining the physical plant and grounds.
 2. Keep building and premises, including sidewalks, driveways, and play areas neat, clean, and free of ice and snow at all times and in compliance with health life safety guidelines.
 2. Check daily to ensure that all exit doors are open and all panic bolts are working properly during the hours of building occupancy
 3. Sweep and dust classrooms and furniture daily as directed.
 4. Clean corridors before a game and every night as directed.
 5. KiaVac and disinfect toilets and floors nightly and clean all sanitary fixtures and drinking fountains nightly.
 6. Keep all floors in a clean, attractive, and preserved condition.
 7. Report immediately to the head custodian any major repairs needed.
 8. Report immediately to the head custodian any damage to school property.
 9. Remain on the school premises during school hours and during nonschool hours when the use of the building has been authorized and attendance is required by the principal.
 10. Assume responsibility for the opening and closing of the building each school day/evening and for determining, before leaving, that all doors and windows are secured and all lights, except those left on for safety reasons, are turned off.
 11. Move furniture or equipment within buildings as required for various activities and as directed by the head custodian.
 12. Perform other duties as assigned by the head custodian, principal, or superintendent.
- Risk Management:**
1. It has been determined that 25% of the Cleaner's time is spent on Risk Management.
 2. Inspect building, grounds, and equipment to provide protections to the local district, its employees, students, and the public and report deficiencies to the principal.
 3. Maintain the condition of the buildings and grounds to compliance with state and Federal laws regarding employee and public health and safety.
- Terms of Employment:** Salary and work year established by the Board and Collective Bargaining Agreement.
- Evaluation:** Performance of this job will be evaluated by the head custodian and principal annually in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.