



**SAND CREEK
COMMUNITY SCHOOLS**

6518 Sand Creek Hwy.
Sand Creek, MI 49279
Phone: 517-436-3108
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Website: sc-aggies.us

NOTICE OF VACANCY

POSTING DATE: July 12, 2018
POSTING TITLE: Part-time Custodian
APPLICATION DEADLINE: Until filled

SUMMARY:

The custodian shall provide a general maintenance and cleaning of the buildings at Ruth McGregor Elementary.

GENERAL DUTIES:

- Performs all custodial tasks including but not limited to: dusting, sweeping, mopping, window cleaning, wall cleaning, trash removal, cleaning and sanitizing restrooms, room set-ups, scrubbing floors.
- Able to lift 50 pounds and climb scaffolding.
- General knowledge of building maintenance including fixing sinks and toilets.

PREFERRED EXPERIENCE:

- High School diploma or equivalent
- Custodian experience preferred

TERMS OF EMPLOYMENT:

- Part-time / Average 30-36 hours/week
- Hours: 4:00 pm – 10:00 pm

APPLICATION PROCEDURE:

Applicant should provide the following:

- Electronic copies will not be accepted
- Cover letter
- Current credentials including letters of recommendation
- Resume and/or other information relevant to past experiences highlighting skills necessary for success in the position

Send letter of interest, resume, transcript and references to:

Janet Hill, Maintenance Supervisor
Sand Creek Community Schools
6518 Sand Creek Hwy.
Sand Creek, MI 49279