



Job Description

Custodian 2021-2022

POSITION: Custodian (start date June 1)

LOCATION: Greenville Technical Charter High School

***DEADLINE FOR APPLICATION:** April 15

SALARY RANGE: \$11.00-\$15.00 hourly wage

POSITION SUMMARY: Maintains a clean, orderly, safe, and welcoming environment working independently and/or with the GTCHS facilities team; this position will be the primary custodian of the new Student Learning Center. When students are on campus, the hours are typically 1:00 pm to 9:00 pm Monday-Friday, with some weekends for art and athletic events; during summer months, the hours are typically 8:00 am to 4:00 pm. ***Flexibility is required for work hours based on the school needs.***

PRINCIPLE DUTIES AND RESPONSIBILITIES:

- Maintain floors in various buildings (sweep, vacuum, mop, etc.)
- Clean and properly disinfect restrooms, replenishing paper products when necessary
- Regularly empty trash cans and perform other necessary tasks as needed to maintain an orderly presence within our facilities
- Maintain outer premises and clean all entryways
- Report any maintenance needs to administration
- Secure and close building daily and after events

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of or willingness to learn proper cleaning techniques
- Knowledge of or willingness to learn hazards and safety methods related to custodial operations
- Some degree of physical fitness and stamina are required

REQUIRED EDUCATION: High school graduate or GED

REQUIRED EXPERIENCE: Prior custodial experience in a school setting is preferred but not required.

APPLICATION PROCESS: Email Jeff Taylor (jtaylor@staff.gtchs.org), Assistant Principal, to request application.

Greenville Technical Charter High School provides a rigorous curriculum that prepares students to excel in dual enrollment classes while in high school. We utilize a mastery learning concept paired with Project Based Learning Strategies and smaller class sizes. Strong communication with parents, collaboration with colleagues, assisting with extracurricular activities, taking part in professional development, and planning daily instruction that meets individual needs, interests, and abilities of assigned students are essential.

**This deadline is for the convenience of the Greenville Technical Charter High School (GTCHS). GTCHS reserves the right at any time to extend the deadline date without notice and without final consideration of any pending application. GTCHS does not discriminate in admissions or access to its education programs, nor in the treatment of its applicants for employment, nor in any of its programs and activities, nor does it use any other unlawful criteria such as age, race, sex, disability, religion or national origin, in its dealings with employees, students or the general public.*

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