



CUMBERLAND COUNTY SCHOOLS

JOB VACANCY ANNOUNCEMENT

DATE: September 7, 2017

POSITION TITLE	EMPLOYMENT STATUS	MONTHLY SALARY
CUSTODIAN II	FULL-TIME 12 MONTHS	\$1,970.00- \$2,415.34

LOCATION	FLSA STATUS	CLOSING DATE	JOB NUMBER
CUSTODIAL SERVICES	NON-EXEMPT	SEPTEMBER 14, 2017	30

QUALIFICATIONS

One year of experience in housekeeping work. General knowledge of cleaning methods, materials, and equipment. Must also have a general knowledge of school heating system operation and maintenance. Ability to supervise and work effectively with other people as well as understand and follow oral and written directions. Physical strength sufficient to perform heavy manual tasks.

CONDITIONS OF EMPLOYMENT

Must possess a valid North Carolina driver's license. Background check with local and state law enforcement agencies required. Applicant must be able to obtain a Commercial Driver's License (CDL) when requested.

HOW TO APPLY

1. Submit a NC State online application for classified personnel and apply it to this announced vacancy at, [People Admin](#).
2. Submit a letter of interest, a resume, and a background form to the Human Resources office by 5:00 pm on the closing date of the announced vacancy. Please specify job number on letter of interest and [Background Form](#).
3. Documents can be mailed to: Human Resources, Cumberland County Schools, PO BOX 2357, Fayetteville, NC 28302, dropped off at Human Resources, Cumberland County Schools, 2465 Gillespie Street, Fayetteville, NC 28306 or faxed to: (910) 678-2344. Emails will not be accepted.
4. Applicants not following the above procedures will not be considered for employment.

POSITION DESCRIPTION AND DUTIES

Responsible for the satisfactory performance of duties required of custodial staff under his/her jurisdiction. Performs work in stripping, scrubbing, mopping, waxing, and spray buffing floors in school buildings; arranges and moves furniture, equipment, and supplies as needed including from one area to another. Tends to and cares for school HV/AC systems. Cleans and makes minor repairs and adjustments to HV/AC systems. Washes windows, woodwork, walls, and ceilings. Cleans restrooms, fixtures; replenishes tissue, towel and soap containers; replaces light bulbs and fluorescent tubes; empties waste receptacles into larger containers and removes containers from building. Performs minor repairs such as replacing damaged switch plates and faucet washers, unstopping drains and commodes, gluing loose baseboards, replacing damaged ceiling tiles, etc. Constantly keeps the building clean of any scattered paper and other litter that may detract from the appearance and sanitation of building. Must be able to climb a ladder. Performs other related work as required such as cleaning sidewalks and grounds. Responsible for grass cutting; edging of walkways, buildings, fencing, access ways; care for shrubbery on school campus. Attends seminars and workshops to increase job efficiency and skills. Serves as team player and role model for other employees in the organization. Demonstrates a commitment to continuous quality improvement. Supports and exhibits organization core values of caring, respect, integrity, responsibility, high expectations, being customer driven, and valuing diversity. Performs other duties and accepts responsibilities as assigned.

PHYSICAL REQUIREMENTS

Must be able to perform medium/heavy lifting exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or to 25 pounds of force constantly to move object.

THE CUMBERLAND COUNTY SCHOOL SYSTEM HIRES ONLY UNITED STATES CITIZENS AND LAWFULLY AUTHORIZED ALIENS WHO ARE IN COMPLIANCE WITH THE IMMIGRATION REFORM AND CONTROL ACT OF NOVEMBER 6, 1986.

AN EQUAL OPPORTUNITY EMPLOYER