



# CUMBERLAND COUNTY SCHOOLS

## JOB VACANCY ANNOUNCEMENT

**DATE: December 12, 2017**

POSITION TITLE	EMPLOYMENT STATUS	MONTHLY SALARY
<b>CUSTODIAN I</b>	<b>FULL-TIME 12 MONTHS</b>	<b>\$1,927.00-\$2,271.34</b>

LOCATION	FLSA STATUS	CLOSING DATE	JOB NUMBER
<b>SHERWOOD PARK ELEMENTARY</b>	<b>NON-EXEMPT</b>	<b>DECEMBER 19, 2017</b>	<b>73</b>

### QUALIFICATIONS

Ability to understand and follow oral and written instructions. Ability to work effectively with others. Ability to read and write. General knowledge of cleaning methods, materials, and equipment. General knowledge of school heating system operation and maintenance. Possess strength sufficient to perform 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.

### POSITION DESCRIPTION AND DUTIES

Performs recurring tasks under direct supervision in accordance with established practices and cleaning schedules. Changes in work methods or procedures are specially indicated by a supervisor and work is reviewed through inspection to assure completion of assignments in accordance with instruction and standards of cleanliness. Performs the heavier work in stripping, sweeping, scrubbing, mopping, waxing, and spray buffing in school buildings. Arranges and moves furniture, equipment, and supplies as needed, including from one area to another. Cleans bathrooms, fixtures, replenishes tissues, towels and soap containers, light bulbs and fluorescent tubes, empties waste receptacles into larger containers and removes containers from building. Keeps the building clean of any scattered paper and other litter that may detract from the appearance and sanitation of the building. Performs related works as required, such as cleaning sidewalks and grounds. Performs tasks of grass cutting, edging of walkways, buildings, fencing, access ways and cares for shrubbery on school campus. Reports to supervisor any damages or need for repairs. Attends seminars and workshops as scheduled by the Custodial Supervisor pertaining to increasing job efficiency and skills. Attends and successfully completes all training activities as required to improve ability and knowledge in performance of work duties. Serves as team player and role model for other employees in the organization; demonstrates a commitment to continuous quality improvement; supports and exhibits organizational 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. Must be able to climb ladder and be capable of traveling through needed crawlspace area.

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***