

Mandaree Public School  
PO Box 488  
Mandaree, ND 58757  
Business Office 701-759-3120  
Fax 701-759-3123  
[www.mandaree.k12.nd.us](http://www.mandaree.k12.nd.us)

**Position Announcement**

April 3<sup>rd</sup>, 2017

**Position:** Custodian

**Salary:** DOE

**Opening Date:** Current

**Closing date:** Open until Filled

**Brief Description: of Duties and Qualification**

1. Primary job is to provide a safe and clean environment for students and staff
  - A. School janitor/custodian performs the full range of cleaning-tasks in assigned areas; to include offices, corridors, stairways, classrooms, bathroom, store rooms, and other similar areas.
  - B. Performs all work orders in a timely manner
  - C. Keeps tools, equipment and work area clean and well organized without any supervision.
  - D. Keeps stock of cleaning materials and equipment needed effectively maintain work areas
  - E. School personnel will maintain a positive attitude that will aid in relationship building
  - F. Greets students/staff in a friendly manner and uses appropriate language; provides physical and emotional support to students when needed; demonstrates professionalism when meeting with parents
  - G. Other duties as assigned by supervisor or administration
  - H. Is on time for all duties
  - I. **Physical Effort:**
    1. Must be able to lift 50 pounds and needed
    2. Must be able to stand for extended periods.

**Working conditions**

1. Combination of indoor and outdoor settings
2. Later Hours may be required for school related functions

**Qualifications**

1. Valid North Dakota's License
2. Must follow the district's Drug and Alcohol Policy

Send or fax all applications to the address above and send all inquiries to [Josephine.espino@k12.nd.us](mailto:Josephine.espino@k12.nd.us)