

MANHATTAN PUBLIC SCHOOLS

VACANCY ANNOUNCEMENT

JOB TITLE:

Full Time Custodian **Three positions available; 3:00pm-11:30pm with half-hour dinner**

POSTING DATE:

04/13/2021

POSITION SUMMARY:

Responsible for the cleanliness of the school buildings and school grounds. Responsibilities will also include sweeping, mopping, trash collection and removal, replenishing restrooms with supplies, and possibly stripping, polishing and waxing floors. All custodians will set up and tear down events, including cleaning. Individuals will be asked to work some weekends in order to clean for school related activities.

Outdoor duties may include shoveling snow, mowing, trimming, raking, pruning, etc.

On-site training available.

REPORTING RELATIONSHIP:

Reports to the building level Principal and the Head of Maintenance.

TERMS OF EMPLOYMENT:

1. Hourly wage on schedule; to be determined by the Superintendent and Board of Trustees.
2. Vacation and Sick Leave are earned on a monthly basis.
3. Workload will be assigned by the Head of Maintenance Supervisor and Building Principals.
4. Eight (8) hours per day, Monday through Friday. 260 days per year.
5. Position qualifies for insurance and retirement benefits.

CLOSING DATE:

Open Until Filled

EQUAL EMPLOYMENT OPPORTUNITY:

Manhattan School District #3 is an equal opportunity employer and does not discriminate in regards to race, color, religion, nationality, sex, age, marital status, or disability.

SUPPLEMENTAL INFORMATION:

Fill out a classified application which is available on the school website, www.rollontigers.org or in the Manhattan School District Office, 416 North Broadway, Manhattan, MT 59741. Upon recommendation for hire, candidates will be provided a packet of payroll forms to include a fingerprint background check and pre-employment physical.

CONTACT INFORMATION:

Head of Maintenance: Mr. Tom Bracha Office: 406.284.6460 Cell: 406.640.0822

District Superintendent: Mr. Brian Ayers 406.284.6460