

Title/Position:	Part Time Custodian – Evenings
Date Posted:	June 15, 2017
Date Close:	Until Filled
Employment Type:	Non Certified
Start Date:	To be determined - August 2017
Corp Name:	Wa-Nee Community Schools
School:	NorthWood Middle School

JOB DESCRIPTION

Perform a wide variety of duties in order to provide a clean, safe, and well maintained school facility

- 4 hours/day
- Monday - Friday
- Flexible after 3:00 PM

JOB REQUIREMENTS

- Ability to work in a team environment
- Ability to operate a variety of basic custodial equipment
- Must be able to lift up to 50 pounds
- Valid Driver’s License
- High School diploma or GED
- As a condition of employment complete all required drug screens and expanded background checks

JOB QUALIFICATIONS

We are seeking an organized, self-motivated individual who is able to:

- Perform variety of duties independently
- Establish and maintain an effective working relationship with others throughout the school and corporation
- Provide courteous service to employees, students, parents and community members
- Must be dependable
- Punctual; must demonstrate willingness to follow and maintain scheduled work hours
- Demonstrate the ability and willingness to learn

The above statements are intended to describe the general nature of work to be performed and should not be construed as an exhaustive list of responsibilities and skills required. All personnel from time to time may be required to perform duties outside their normal responsibilities as needed or assigned.

CONTACT INFORMATION

Name:	Bart Rice, Principal
Phone:	(574) 862-2710
Email:	brice@wanee.org
Fax:	(574) 862-2327 (fax)
Address:	NorthWood Middle School, 301 N. Elkhart St, PO Box 367, Wakarusa, IN 46573

APPLICATION INSTRUCTIONS

Please submit the following:

- Letter of interest and pertinent information concerning your qualifications and experience
- Complete an application for employment. Forms are available online at <http://www.wanee.org>

NON-DISCRIMINATION POLICY

Wa-Nee Community School Corporation is committed to equal opportunity and does not discriminate on the basis of age, race, color, creed, sex, handicapping conditions, or national origin including limited English proficiency, in any employment opportunity. No person is excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination on such basis under any educational program or student activity.