

Marshall School

Title: Evening Custodian

Reports to: Facilities Director

Hours: 3pm-11pm evenings and weekends as needed

The Custodian performs custodial duties in and around campus facilities; implements setup and take down for a wide variety of campus events; and provides a clean, orderly and safe environment. Schedule may include some weekend coverage and emergency on call duties.

Essential duties and responsibilities:

- Performs routine and comprehensive custodial maintenance of facilities.
- Clean and sanitize all classrooms and public areas
- Removes trash in accordance with established procedures
- Cleans and disinfects restrooms, locker rooms, health and other facilities.
- Maintain floors including sweeping, scrubbing, mopping, and waxing.
- Reports and responds to emergency calls for custodial assistance.
- Implements the set up and take down of campus events.
- Identifies stains and uses proper chemicals for removal.
- Grounds keeping duties including snow removal.
- Inspect buildings for cleanliness, quality assurance and safety compliance.
- Other duties as assigned.

Qualifications:

- High school graduation
- Two years of custodial experience. Custodial and building maintenance in a school preferred.
- Good decision-making aptitude.
- Available for some after hours and weekend emergencies.

Special Requirements:

Must be able to perform physical activities, such as, but not limited to, lifting heavy items (up to 50 lbs. unassisted), bending, standing, climbing or walking. Must be able to work safely in an environment containing caustic chemicals, cleaning materials, dust and noise.

Interested candidates should send a letter of introduction, resume and reference list to Rosemary Milczark at 1215 Rice Lake Rd, Duluth, MN 55811, or rmilczark@marshallschool.org.