

Catholic Central High School Student Summer Maintenance

Job Title: Student - Summer Maintenance
Location: Catholic Central High School
Reports to: Kevin Kotzian, Director of Facilities and Transportation
Classification: Temporary, Non-Exempt
Hours: Monday – Thursday, 7:00 a.m. – 3:30 p.m. (includes ½ hour unpaid lunch)
Work Dates: June 1, 2026 – July 23, 2026 (8 weeks)

Essential Job Functions

- Assist Facilities Department employees with the following assignments which may include, but are not limited to:
 - cleaning windows, blinds, desks, chairs, equipment, etc.
 - washing/waxing/vacuuming floors
 - lawn maintenance and grounds clean-up
 - painting, including preparation of area
 - assisting with interior/exterior repairs
 - moving furniture and equipment

Qualifications

- Must be a student of Catholic Central in good standing (no disciplinary reports) and enrolled for the upcoming fall semester. Recent graduates of Catholic Central may also apply.
- Must be available to work a minimum of 7 of the 8 working weeks.
 - Students enrolled in a summer skills course are ineligible for this position.
- Ability to work in an indoor and outdoor environment with physical activity involved, including lifting, and carrying weighted items.
- Strong communications skills; able to communicate information clearly and in a timely fashion.
- Ability to follow directions, seek clarification if needed, and execute tasks with minimal supervision.
- Must be punctual.
- Must take initiative and be responsible.
- Proven time management skills and ability to consistently meet deadlines.
- Ability to establish and maintain effective and cooperative working relationships.

Please Note: This position must be applied for each school year. Acceptance to work in a prior year does not guarantee future employment.

How To Apply

To apply, submit a completed 2026 Student Summer Maintenance Application to Human Resources at HR@catholiccentral.net. The application and job posting may be found by going to our website at <https://www.catholiccentral.net/more/careers>.

Deadline To Apply

Completed applications should be submitted to Human Resources no later than Friday, April 24, 2026.