Mohawk Local School District
295 State Highway 231
Sycamore, OH 44882

JOB POSTING

DATE: October 7, 2026

POSITION VACANCY: CUSTODIAN, AFTERNOON SHIFT, 12 MONTH POSITION

Essential Functions:

- Ensure safety of students and staff
- Promote good safety practices and procedures
- Interact in a positive manner with staff, students and parents
- Secure building each working day and see that all lights (except night lights) are turned off and all persons are out of the building before leaving the premises on afternoon shift
- Provisions will be made for the storage of tools and supplies, and all such cleaning materials, tools and supplies must be kept in their proper places. Keep work and storage areas neat and orderly
- During the hours when teachers and pupils are admitted to the building, the custodian shall cooperate with the Principal in maintaining proper physical conditions
- Report excessive repair work to the Maintenance Director. Routine repair work is the responsibility of the custodian and is not to be tasked to the Maintenance Director
- Assist in receiving and storing all supplies and equipment, except those educational supplies that shall be distributed to the various departments as directed by the Building Principal or Assistant Building Principal
- Assist in the unloading of supplies delivered to the building
- In the event of heavy snow all inside and outside walks surrounding the building must be kept plowed, shoveled and salted if in any icy condition. All steps and entrances to the building must be free from ice and snow and salted if needed before the opening of school each day
- Floors must be mopped or cleaned to avoid becoming slippery
- Cooperate with the local and state fire inspectors, as well as with the boiler inspector
- Assist in inventory of all janitorial supplies
- Complete annual summer work such as the cleaning of all windows, cutting grass, etc. as assigned
- Assist the maintenance person if directed to do so
- The floors of all classrooms, corridors, and stairways, libraries, gymnasiums, dining rooms, industrial arts rooms, toilet rooms, locker rooms, and offices shall be swept daily or as directed the Building Principal, Assistant Building Principal and the Maintenance Director
- All furniture and woodwork such as window sills, baseboards, stair rails, doors, window frames, and corridor lockers must be thoroughly dusted
- The floors in all toilet rooms, locker rooms and shower rooms are to be mopped daily or as directed by Building Principal, Assistant Building Principal and the Maintenance Director. Mop weekly, or as directed, all offices, stairways and corridors
- Gymnasium floors should be mopped and refinished as directed
- Toilet bowls and urinals must be washed daily and treated with disinfectant at least once each week. All wash basins and drinking fountains must be cleaned with scouring powder or equivalent daily
- All excelsior, paper, sweepings, rags or other rubbish of inflammable nature must be gathered daily in bags or other containers provided and placed in the dumpster or such locations as are designated by the head custodian
- Assist in care for playground area, i.e., properly prepared for recess, emergencies, drills

Other Duties and Responsibilities:

- As may be assigned by Building Principal, Assistant Building Principal, and the Maintenance Director

Qualifications:

- High school diploma or general education degree (GED)
- One to two years related experience preferred
- Must be able to demonstrate a basic knowledge of electrical, plumbing, painting, heating/cooling systems
- Must be able to demonstrate the ability to use most common hand tools
- Such alternatives to the above qualifications as the Superintendent and/or Board of Education may find appropriate

Required Knowledge, Skills, and Abilities:

- Knowledge of electrical and plumbing repairs
- Knowledge of appropriate safety procedures
- Training in the proper care and storage of chemicals, e.g., OSHA/PERRAC training
- Ability to read and understand verbal and written instructions, written warnings and labels
- Working knowledge of assigned building and alarm systems
- Must be knowledgeable in the correct way to repair a variety of materials, i.e., floor tile replacement, repairs to wood, plastic, fiberglass, etc.
- Knowledge of air compressor/thermostats/HVAC systems (including boilers)
- Must be able to climb, lift heavy equipment and furniture, and operate mowing equipment
- Ability to work well with others
- Must be willing to obtain, or have, a CDL with school bus endorsement

SALARY: Per Established Schedule

APPLICATION DUE: Open until filled

START DATE: TBD

APPLICATION PROCEDURE: Letters of interest, resumé, and application should be sent to:

Mr. Doug Depinet, Maintenance Supervisor
295 State Highway 231
Sycamore, OH 44882
doug.depinet@mohawklocal.org

Applications are available at https://www.mohawklocal.org/admin-page/employment