

IN-HOUSE CLASSIFIED
EMPLOYMENT OPPORTUNITY

Calaveras Unified School District
3304B Highway 12, P.O. Box 788, San Andreas, CA 95249
(209) 754-2300

EMPLOYMENT OPPORTUNITY

EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

The following position is available for in-house transfer. Any interested staff member must complete an internal lateral classified application form. Application must be received in the **District Office** no later than **3:00 p.m. on April 10, 2015**. *Application must clearly indicate position of interest, resumé, three letters of recommendation and a letter of interest.*

TITLE:	Custodian/Gardener 7 hours per day	POSTED:	03/27/15
SALARY:	Range E (Classified Salary Schedule)	CLOSING:	04/10/15
LOCATION:	Calaveras High School		
WORK YEAR:	260 FTE		
SHIFT TIME:	4:00 p.m. – 11:00 p.m. (includes a 30 minute paid nutrition break)		
PSN#:	2432		

DEFINITION

Under general supervision of the Maintenance and Operations Supervisor, to perform cleaning and light maintenance work necessary to maintain a clean and orderly appearance of school buildings and adjacent areas including routine gardening work. Related work as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Modern cleaning methods and the use and care of materials and equipment.
- Basic safety practices related to cleaning methods.
- Basic household maintenance procedures and practices.
- Operation and care of vacuums, scrubbers and similar equipment.
- Location of main switches, shut off valves, gas, electrical, computer, and water lines, etc.
- Safety standards for mowers, trimmers, etc.
- Safety standards for weed control, i.e., spraying and posting.

Ability to:

- Maintain work schedules in performing tasks.
- Perform minor carpentry, plumbing, painting and electrical maintenance.
- Climb and perform work from ladders and scaffolding.
- Work effectively without close supervision.
- Work indoors or outdoors under a variety of weather conditions.
- Perform light grounds maintenance work.
- Understand and carry out oral and written instructions.
- Maintain cooperative working relationships with those contacted in the course of work.
- Perform manual labor and lift heavy objects utilizing proper physical safety measures.
- Work independently and follow through on all work as assigned.
- Read, write, and speak English and perform some basic mathematical calculations.
- Lift or carry frequently 1-35 lbs., occasionally lifting 50-75 lbs.
- Walk throughout work shift. Distance may be up to 5 miles per day.
- Pass a physical for this position.

Must have a high school diploma or equivalent.

Experience as a custodian, janitor, housekeeper or positions having similar duties is desirable.

Possession of a valid California Driver's License with proof of insurance.

Persons employed to fill classified positions must join the California School Employee's Association (CSEA), Calaveras Chapter #405 as a condition of employment.