

Board of Directors

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ROCHESTER SCHOOL DISTRICT NO. 401

P.O. Box 457, Rochester, WA 98579 (360) 273-5536 FAX (360) 273-5547



Superintendent
Kimberly M. Fry
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Assessment & Technology**
Justin Black
Business Manager
Jill Pratt

POSITION ANNOUNCEMENT

Posting Date: February 1, 2012 **Closing Date:** Open Until Filled

Location: Maintenance/Custodial Department

Start Date: February 2012

Position: CUSTODIAL SUBSTITUTES

Minimum Qualifications:

- High School graduate of equivalent.
- Ability to work with and around adults and students.
- Ability to do heavy manual labor.
- Possess a Washington State driver's license.
- Previous custodial experience preferred.
- Successful Washington State Patrol and Federal Bureau of Investigation Fingerprint Clearance.

Specific Duties and Responsibilities:

- Maintains assigned equipment in a safe working order, cleaned and serviced properly. Storage spaces shall remain clean and orderly.
- Inventories supplies and maintains same in a secure place with ample notification given if being depleted.
- Works in clothing that is clean and appropriate for public appearance.
- Performs (as assigned) general custodial and maintenance duties including but not limited to:
 - Floor care: sweeping, washing, stripping, waxing.
 - Carpet care: vacuuming, spotting and extracting.
 - Window washing and graffiti removal.
 - Changing lights and cleaning fixtures.
 - Cleaning walls, desks, lockers, counter tops, etc.
 - Waste disposal.
 - Picking up garbage in parking lots, ground and play fields.
 - Sweeping sidewalks, snow/ice removal.

TERMS OF EMPLOYMENT:

Substitutes are hired on an as needed basis. Rate of pay for substitutes - \$10.86 per hour.

Application Procedure:

Submit a completed district application and disclosure form to:

Rochester School District
Human Resources
10140 Highway 12 SW
Rochester, WA 98579
360-273-9242 x. 105

AN EQUAL OPPORTUNITY EMPLOYER

Rochester School District #401 complies with all rules and regulations and does not discriminate on the basis of race, color, national origin, age, gender, sexual orientation including gender identity, marital status, or disability. This holds true for all district employment and opportunities. Inquiries regarding compliance or appeal procedures may be directed to the school district's Title IX Officer: Will Maus or; Section 504 Coordinator: Joan Halverstadt. Administration Building, 10140 Hwy 12 SW, Rochester, WA 98579, (360) 273-5536. Disclosure Statement and Background Check: Pursuant to RCW Chapter 43.43 as amended, the recommended applicant will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the statute. A criminal conviction history record, based on fingerprints, will also be requested from the Washington State Patrol. Employment will be conditional upon the district's receipt of a conviction history record that is clear of any convictions, adjudications, protective orders, final decisions, or criminal charges listed in RCW Chapter 43.43, as amended and receipt of sexual misconduct forms from former school district employers with no indication of such behavior. Rochester School District is a Drug & Tobacco free workplace.