

NASHOBA Regional School District



Together, we inspire and challenge all learners to realize their unique potential and become active contributors to their community

Office of the Superintendent

Kirk Downing, *Superintendent*

Laura Friend, Assistant Superintendent of Teaching and Learning

3/21/2023

Position: Building Custodian
Department/Location: Hale Middle School
Pay: Bargained Scale
Hours: 40 hrs per week – Mon – Fri
6:00am – 2:30pm

The Building Custodian is employed without regard to age, physical, mental or psychiatric disability, genetics, race, religion, sex, sexual orientation, gender identity, marital status, national origin, or military status. NRSD welcomes and encourages candidates with diverse racial, cultural, religious, class, and/or gender backgrounds and experiences to apply.

Organizational Scope:

Reporting directly to the Building Principal and Director of Facilities, the Building Custodian is assigned to perform routine manual work cleaning and maintaining the building. The work of the Building Custodian is influenced by NRSD's core values of academic achievement and personal growth; voice, choice and agency; lifelong learning; a safe, caring and inclusive community; collaborative partnerships; innovation; and a sense of belonging for all.

Position Responsibilities:

- Scrubs, dusts, sweeps, mops, vacuums, waxes, polishes floors, rooms, hallways and closets
- Dusts and arranges furniture
- Washes windows, woodwork, walls and other surfaces
- Scrubs and cleans restroom fixtures
- Replenishes tissue, towels, and soap in restrooms, kitchens, and classroom facilities
- Empties wastebaskets and other trash receptacles
- Locks and unlocks doors
- Sorts and stores materials for recycling programs
- Reports to Facilities Director and Principal on damage and/or needed repairs
- Picks up paper and other trash in buildings and/or on school grounds
- Checks heating and air conditioning equipment to ensure proper working order and reports any failures to Principal or Facilities Director
- Working directly with outside rental groups
- Performs minor repairs under direction of Facilities Director and/or Principal
- Other duties as assigned

Job Qualifications & Physical Demands:

Must have custodial experience and have some knowledge of cleaning methods, materials and equipment, have some skill in the use of small equipment used in routine cleaning. Must have the ability to understand and follow oral and written instructions. Must be able to assist in the protection of students and school property, assist the principal in fire and other emergency drills as required by law and School Committee policy. Must be able to walk and stand on tile flooring for up to 1-2 miles per day, lift up to 50 pounds, move furniture weighing up to 50 pounds, bend and twist regularly at the waist, knees and neck.

www.nrsd.net

50 Mechanic Street, Bolton, MA 01740
O - 978-779-0539 F - 978-779-6812

Special note to current NRSD custodians:

Current NRSD custodians at the school where this vacancy is located should let the principal know if they would be interested in being considered if this job is assigned to a shift different from the shift they currently work. In other words, tell your principal your shift preference in case a position on your preferred shift is available.

Current NRSD custodians at schools other than the site of this vacancy who would be interested in a transfer only if this job is assigned to a particular shift should apply and make that notation on their expression of interest. If interested in any shift at the new location, apply as usual without a notation as to shift preference.

To Apply: Apply through SchoolSpring. See link to SchoolSpring on the NRSD website: www.nrsd.net "Employment Opportunities".