

Rosholt School District
P.O. Box 310
Rosholt, WI 54473

Position Vacancy: General Cleaners - 2 Positions

Date: November 6, 2017

Qualifications:

- 1) Interpersonal skills to deal courteously and effectively with students, teachers, administrators and the public.
- 2) High School Diploma.
- 3) Knowledge and/or experience in general cleaning procedures.

Hours: Part-time, school year position (3 ½ hours daily approx. 4:00-7:30 p.m.), Monday-Friday.

Salary: \$13.68 per hour with a probationary period of 90% of \$13.68 for the first 90 days, 95% of \$13.68 for the second 90 days, \$13.68 per hour thereafter.

To Apply: Interested persons should complete an application form and return along with three letters of reference no later than noon on Friday, November 17, 2017 to:

Marc Christianson
District Administrator
Rosholt School District
P.O. Box 310
Rosholt, WI 54473
(715) 677-4542

Applications and job descriptions are available on our website at www.rosholt.k12.wi.us or in the District Office. See job description for further information on responsibilities.

Posted: November 6 - 17, 2017

The Rosholt School Board of Education does not discriminate on the basis of the Protected Classes of race, color, national origin, age, sex, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), sexual orientation, national origin, ancestry, arrest record, conviction record, use or non use of lawful products off the District's premises during non-working hours, or declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other characteristic protected by law in its employment practices, or on the basis of transgender status, change of sex or gender identity.

If you need accommodations for accessibility during the application process, please call 677-4542 for further assistance.

ROSHOLT SCHOOL DISTRICT

JOB TITLE: General Cleaner

DOT TITLE: 381.687-014 Cleaner - Commercial/Institution

JOB SUMMARY: Performs a variety of custodial duties required to maintain the school buildings.

REPORTS TO: Building & Grounds Supervisor

JOB DUTIES: Duties have been identified as Essential Tasks or Additional Job Functions for the job.

Essential Tasks:

1. Assumes responsibility for following all Board policies, regulations, and administrative directives.
2. Cleans assigned school rooms, hallways, and washrooms by performing required floor, wall, and ceiling care, empty waste baskets and other refuse and properly dispose of wastes, keeps furniture, equipment, window sills, ledges, and other areas free of dust.
3. Performs summer cleaning duties as assigned. May consist of stripping, waxing floors, washing furniture and fixtures, etc.
4. Requisitions cleaning supplies and equipment needs from Building & Grounds Supervisor.
5. Adheres to safety guidelines as directed by Building & Grounds Supervisor.

Additional Job Functions:

1. Performs other duties as assigned by Building & Grounds Supervisor or District Administrator.

QUALIFICATIONS: Qualifications have been identified as Required or Preferred for the job.

Required:

1. Interpersonal skills to deal courteously and effectively with students, teachers, administrators, and the public.
2. High School Diploma.

Preferred:

1. Knowledge and/or experience in general cleaning procedures.

TYPICAL PHYSICAL CHARACTERISTICS:

The Dictionary of Occupational Titles characterizes this job as a Medium position. Medium work is defined as: exerting 20-50 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects. Physical demand requirements are in excess of those for Light work.

The Rosholt School District further defines this position as Light work, with lifting of up to 35 pounds. Light work is further defined as: exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Physical demand requirements are in excess of those for Sedentary Work. Even though the weight lifted may be only a negligible amount, a job should be rated Light Work: (1) when it requires walking or standing to a significant degree; or (2) when it requires sitting most of the time but entails pushing and/or pulling of arm or leg controls; and/or (3) when the job requires working at a production rate pace entailing the constant pushing and/or pulling of materials even though the weight of those materials is negligible. NOTE: The constant stress and strain of maintaining a production rate pace, especially in an industrial setting, can be and is physically demanding of a worker even though the amount of force exerted is negligible.

The Classification of Jobs further defines the physical factors as:

Frequent reaching, stooping, handling, fingering; occasional climbing, kneeling, crouching, balancing, talking, hearing, near acuity, depth perception, and color vision.

TERMS OF EMPLOYMENT:

Salary and fringe benefits as per RESPA Contract. Full-time or part-time, school-year or year round position according to calendar established by the Board of Education.

EVALUATION:

As per RESPA Contract by Building & Grounds Supervisor.

APPROVED: January 8, 1991

REVISED: December 13, 1994