

NOTICE OF VACANCY

POSITION: CUSTODIAN/MAINTENANCE POSITION Bradie Shrum Elementary

- Responsibilities:** Job responsibilities will include, but are not limited to, cleaning and waxing floors, desks, furniture and other equipment, mowing trimming, trash removal, painting, moving furniture and equipment. In winter snow removal may be required.
- Qualifications:** Knowledgeable of custodial methods and techniques a requirement. Knowledge in the use of cleaning equipment, cleaning chemicals, mowers, tractors and small tools required. Must be willing to assume responsibility. Must work well with others and must exhibit positive and proper behavior when around students. Knowledge of construction, carpentry and masonry plus the ability to do minor repairs Both mechanical and electrical is required. May require shift work. Must be able to do some heavy lifting, climbing, squatting, standing, pushing and pulling.
- Salary:** Based upon Non-Teaching Personnel Salary Schedule.
- Posting Date:** **June 7, 2017**
- Application Deadline:** **June 23, 2017**
- Application Packets:** Application packets **MUST** include:
(1) A completed corporation application.
(2) A letter of introduction.
(3) A current resume.
(4) Three references.
- CONTACT:** Dr. Lynn Reed, Superintendent
Salem Community Schools
500 N. Harrison Street
Salem, IN 47167

Superintendent