

NOTICE OF VACANCY

POSITION: CUSTODIAN POSITION SALEM MIDDLE SCHOOL

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: Knowledge of custodial methods and techniques.

- Use of cleaning equipment; cleaning chemicals, mowers, tractors, and small tools helpful.
- Must work well with others and must exhibit positive and proper behavior when around students and school visitors.
- Flexibility in working environments; may require occasional “on call” hours.
- Ability to do minor repairs.
- Must be able to do some heavy lifting, climbing, squatting, standing, pushing and pulling.

Posting Date: June 1, 2018

**Application
Deadline:** June 15, 2018

**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