



# NEWLOTHROP AREA PUBLIC SCHOOLS

## **-INTERNAL/EXTERNAL POSTING-**

### Full-time Custodian

**October 30, 2024**

General Function:

To maintain the district facilities including the cleanliness, condition, safety and operating excellence.

Position Detail:

Including, but not limited to:

- Hourly/Full-Time Position (40 hours)
- Maintain necessary logs/records of repairs
- Responsible for building checks
- Assists in maintaining seasonal grounds work (snow and lawn)
- Responsible for custodial services as directed by Maintenance Supervisor
- Other duties as directed by Maintenance Supervisor or Superintendent

Pay Rate:

- Per Support Staff contract

Qualifications:

- High school diploma
- Must be available to work flexible and/or additional hours
- Must have a general knowledge of the aspects of maintaining building and grounds as well as custodial services.
- Knowledge in basic maintenance
- Basic technology skills necessary
- Detail oriented
- Ability to exercise good judgment in all situations
- Sense of responsibility, dependability, and promptness
- Upbeat personality with team player attitude
- Positive image as a loyal representative of New Lothrop Schools

Interested parties should forward a letter of interest and resume via email to:

[kgreen@newlothrop.k12.mi.us](mailto:kgreen@newlothrop.k12.mi.us)

or mail to;

New Lothrop Area Public Schools

Attn: Kelly Green, Executive Assistant

9285 Easton Road, P.O. Box 339 New Lothrop, MI 48460

Deadline: November 13, 2024 or until filled