

Ashwood School District #8 Custodian

The Ashwood School District #8 is looking for a qualified individual to work as a Custodian and Grounds Keeper. Qualified individuals will have the opportunity to receive continuing education training at the cost of the District.

POSITION: CUSTODIAN / GROUNDS KEEPER

Under limited supervision, the Custodian performs routine cleaning and other related tasks in the Elementary school, and/or other district-owned facilities. The individual performs heavy lifting and moving of furniture.

PAY RATE: 2025/2026 Pay Rate is \$20.00-25.00 per hour.
It is estimated that the Custodial duties require approximately 45 hours/month,

QUALIFICATIONS: Must Possess:

1. The ability to pass an Oregon Fingerprint-Based Criminal Record Check
2. A Current Oregon Driver License with a clear safety record.
3. Holds, or can obtain, CPR and First Aid Certification.
4. Knowledge of modern cleaning methods
5. Knowledge and ability to use and care for cleaning materials and equipment
6. Ability to operate and perform landscaping maintenance (lawn mowing)
7. Basic knowledge of but not limited to carpentry, plumbing, mechanical skills
8. Excellent communication skills, ability to communicate in a positive manner
9. Must be in good physical condition
10. Ability to lift 50lbs and work outdoors in variable weather conditions

EXPERIENCE: Experience is preferred but not required.

EDUCATION: High school diploma or equivalency.

PHYSICAL REQUIREMENTS: Applicants need to be able to perform duties listed in Full Job Description. Lift up to 50 lbs, ability to but not limited to mowing lawn and shoveling snow ect..

APPLY TO: Ashwood School District #8
www.ashwood.k12.or.us

INQUIRE TO: clerk@ashwood.k12.or.us

CLOSING DATE: Position will remain open until filled.

Duties of Custodians

The custodian will be responsible to the head teacher for immediate decisions, with final action reserved to the Board.

1. Qualifications: Not limited to:
 - a. Ability to clean and maintain the instructional facilities;
 - b. Knowledge of operation of janitorial equipment.
2. Works closely with the head teacher.
3. Performance responsibilities: (not necessarily limited to)
 - Keep building and premises, including sidewalks, parking area, and play areas neat and clean at all times; remove snow, apply ice melt
 - Maintenance of buildings; including coordinating repair visits and meeting with service and repair technicians.
 - Upkeep of grounds and equipment (such as painting playground equipment);
 - Keep all floors and windows clean;
 - Dust furniture;
 - Clean chalkboards regularly;
 - Keep a supply of toilet tissue, paper towels and soap out and keep lavatories clean;
 - Empty wastebaskets and burn papers. Empty burning barrels as needed; i. Performs emergency repair or cleaning as necessary;
 - Performs minor repairs to plumbing and electrical fixtures, as needed; k. Regulate thermostats at the end of day appropriate to season; it is preset now l. Be responsible that buildings are securely locked and report any vandalism immediately to the teacher or clerk.
 - Is the district's Integrated Pest Management, Lead and Asbestos Coordinator and attends required training.
 - Coordinates with the Board to perform two water tests per school year. o. Service fire extinguishers annually (August) American Fire Protection.
 - Attend and report to the school board at monthly board meetings.