



MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207

Dr. Kenneth Wallace
Superintendent

Administration Center
1177 South Dee Road
Park Ridge, Illinois 60068-4398

May 15, 2017

VACANCY NOTICE

MAINE EAST HIGH SCHOOL 2ND-SHIFT CUSTODIAN

HOURS

Wednesday through Sunday - 3:30 p.m. to 12:00 a.m.

REQUIREMENTS

Must be/have: conscientious and self-motivated, strong work ethic and able to lift 50 pounds, move office furniture and desks.

RESPONSIBILITIES

A thorough knowledge of general maintenance & cleaning - to include but not limited to: mop, sweep, and scrub floors and other surfaces; clean, renovate, and renew floor surface finishes; properly use floor cleaning equipment; clean, dust and wax furniture, fixtures, windows, doors, trim, etc; wash and/or clean light fixtures; replace incandescent and fluorescent lights; move furniture, supplies, and miscellaneous equipment as directed; sweep or shovel snow from steps and walks at building entrances as well as treat icy steps and walks; collect, bag, or recycle waste paper; lock or unlock doors and windows to classrooms that are necessary to proper operation of building, turn off all unnecessary lighting; clean and service rest rooms; routine waste removal; wash all interior glass including partitions, framed pictures, doors, etc; wash and/or clean exterior window and door glass as required.

SALARY & BENEFITS

- \$32,480 annual base salary + \$57.50 monthly shift stipend = \$33,170 total annual salary
- Medical & dental insurance
- 10 days paid vacation
- IMRF pension - employees vested after 10 years of employment
- 15 paid holidays
- Paid term life insurance policy equal to annual base salary

TO APPLY

Submit the following items on or before Friday, May 26, 2017:

- Send a letter of interest & resume to Mr. Dave Sanders, Director of Building and Grounds, at: dsanders@maine207.org
- Complete an online application at: www.generalasp.com/D207/onlineapp/

As a matter of policy, the race, color, religion, national origin, ancestry, age, sex, sexual orientation, marital status, handicap, disability, unfavorable discharge from military service, or any other unlawful basis of discrimination, including harassment as defined and provided by the Illinois Human Rights Act and all other applicable state and federal laws shall not be considered either a qualification or disqualification of any applicant.