

**EAST VALLEY SCHOOL DISTRICT NO. 90**

2002 BEAUDRY ROAD

YAKIMA, WA 98901

(509) 573-7300

FAX 573-7340

11/13/2018

2018-13212

**POSITION ANNOUNCEMENT**

*REVISED 11/20/18*

CLASSIFIED

CUSTODIAN

TERRACE HEIGHTS ELEMENTARY / EAST VALLEY HIGH SCHOOL

**IN-DISTRICT ONLY**

**POSITION COMMENTS:**

- For current In-District employees only
- Monday thru Friday – 8.0 hours per day (2:30 p.m. – 11:00 p.m.) – 260 days per year
- Location Hours: 4 hours at Terrace Heights Elementary and 4 hours at High School
- Health Insurance benefits are available to employees who are employed at least 4.0 hours or more per day. The monthly health insurance allocation will be on an FTE basis to eligible full-time and part-time employees.

**MINIMUM QUALIFICATIONS:**

- High School Diploma or Equivalent.
- Minimum of two years job related experience.

**Application Procedure:**

In-district candidates must submit a letter of interest and resume (optional) to Sheryl Seaman, Human Resources Director, District Office. The letter must include the position desired and the individual qualifications for the position.

*Other Applicants* must apply here: [ewjcjobs.hrmplus.net](http://ewjcjobs.hrmplus.net) Online Job Center

For a complete job description, please see below.

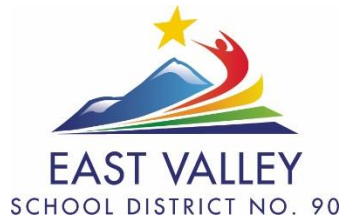
***CLOSING DATE: OPEN UNTIL FILLED***

**Immigration Reform and Control Act Requirements:** The recommended applicant, if not a current regular employee, will be required to complete an INS 1-9 form and must provide proof of employment eligibility.

**Disclosure Statement and Background Check:** Pursuant to Chapter 486, Washington Laws of 1987, the recommended applicant will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law. In addition, a background check will be requested from the Washington State Patrol.

**Job Sharing:** Pursuant to Chapter 206, Laws of 1989, East Valley is willing to accept and consider applications from individuals wishing to job share.

**Equal Opportunity Employer:** East Valley School District No. 90 does not tolerate discrimination in connection with any programs, activities, or employment based on race, color, national origin, sex, sexual orientation, including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts of America and other designated youth groups. Inquiries regarding compliance procedures may be directed to the school district Title IX, Section 504/ADA, and Civil Rights Coordinator, Mr. Russ Hill, 2002 Beaudry Road, Yakima, WA 98901, hill.russell@evsd90.org or (509) 573-7300. You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint. For a copy of your district's nondiscrimination 3210 policy and procedure, contact your school or district office or view it online at [www.evsd90.org](http://www.evsd90.org).



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### JOB DESCRIPTION Custodian

#### Essential Duties and Responsibilities

- Open buildings and prepare them for use.
- Use power equipment and hand tools such as broom, mop, squeegee, buffer, polisher, and vacuum required for cleaning and general maintenance of floors, walls, carpets, and furniture.
- Fix minor plumbing problems and do minor maintenance on buildings.
- Set up and remove furniture required for special events, meetings, etc.
- Replace light bulbs, tissue, and other rest room supplies.
- Wash windows.
- Clean and sanitize toilet/shower rooms and fixtures.
- Empty wastebaskets and trash containers. Clean chalkboards and erasers, dust furniture, sweep, mop, and polish floors, and vacuum carpets.
- Maintain building security when facilities are not in use by checking for unlocked doors and unauthorized occupants.
- Clean sidewalks and parking lots, rake leaves, mow grass, and help maintain district grounds; paint; shovel snow and ice when required.
- Read and interpret written instructions and labels on chemicals and supplies.
- Resolve conflict in a proactive, problem-solving manner.
- Foster and maintain strong productive relationships with district employees, vendors and contractors, and other community members.
- Communicate a positive image of the employer.
- Uphold East Valley School Board Policies, follow administrative procedures, adhere to the Code of Professional Conduct, and enforce school rules.
- Other duties as assigned.

#### Minimum Qualifications

- Ability to bend from waist down or stoop frequently.
- Ability to perform tasks in other fields; and perform other tasks as assigned.
- Be able to work with many different chemicals without affecting health.
- Lift 100 lbs. occasionally and up to 50 lbs. frequently.
- Climb and descend ladders up to 30 feet.
- Be on feet for an eight-hour shift.
- Perform repetitive motions such as mopping, sweeping, dumping garbage cans, etc.
- Must be organized and dependable.

#### Education and Experience:

1. High school diploma or equivalent.
2. Minimum of two (2) years job related experience required.

#### Clearances:

Criminal Justice Fingerprint/Background Clearance

#### Reports To:

Maintenance Supervisor