



# LAKE HAVASU UNIFIED SCHOOL DISTRICT #1

## HR DEPARTMENT

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<b>Position Title:</b>	Custodian	<b>Location:</b>	School Site
<b>Reports To:</b>	Principal	<b>Supervises:</b>	None
<b>Classification:</b>	Support	<b>Status:</b>	Full-time
<b>FLSA Status:</b>	Non-Exempt	<b>Benefit Eligible:</b>	Yes
<b>Work Year:</b>	261 days / 12 months	<b>Salary:</b>	See <a href="http://lhusd.org">lhusd.org</a> website

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### **Education and Experience Requirements**

High school diploma, GED or minimum two years similar work experience.

### **Certificates and Licensure Requirements**

- IVP fingerprint clearance card through AZ Department of Public Safety

### **Summary**

Perform custodial activities on the buildings and grounds at their facility

### **Qualifications**

- Ability to communicate effectively, orally and in writing
- Ability to work effectively without direct supervision
- Good health, physical stamina, fitness, and vitality
- Personal qualities associated with good human and interpersonal relations

### **Responsibilities and Requirements**

#### **SAFETY**

- Inform the supervisor of unsafe situations
- Perform work in a safe fashion, while maintaining a neat and orderly work area

#### **CUSTODIAL**

- Evening building and ground security
- Routine cleaning of the facility
- Requisition supplies as needed

#### **OTHER**

- Select and demonstrate proper use and storage of materials and tools
- Maintain accurate records and submit reports and inventories as required
- Good interpersonal relations with staff and members of the community
- Pursue personal and professional growth and development
- Perform other duties when assigned by the Building Principal
- Perform those duties which protect the health and safety of students and employees

### **Physical Demands and Work Environment**

- Physical Effort
- Repetitive motion and eye strain through extensive utilization of computer hardware and software
- May require lifting materials and supplies weighing up to 50 pounds
- Bend, stoop, lift, climb
- Climb to various heights and work in confined spaces
- Operate large and small power driven machinery such as vacuum, sweeper buffer or other similar equipment

### **EEOC**

*Lake Havasu Unified School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetic information, veteran status, or any other characteristic protected by federal, state or local laws.*

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This job description is intended to accurately reflect the position activities and requirements. Administrators and supervisors reserve the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.