

### **Administration**

Dr. Mike Ruff, Superintendent  
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Michael Carlson, Principal  
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Nurse's Fax: (309) 792-0450

### **Colona School District #190**

700 First Street  
Colona, IL 61241  
www.csd190.org



### **Board of Education**

Julie Wittenauer - President  
Lindsey Trickey - Vice Pres.  
Julie Woods – Secretary  
Ray Kutzman  
Dennis Teichman  
Bill Rossow  
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*Go Trojans!*

## **Nighttime Custodian**

6 hours per day; typically 4:00 pm to 10:30 pm (with an unpaid lunch)  
(Actual times set by the Director of Facilities & Grounds)

- Highly qualified applicants will be dependable
- Highly qualified applicants will have great people skills

#### **Job Description:**

- Keep the building and district property in clean and orderly condition.
- Dust furniture, walls, and equipment
- Sweep, mop, scrub, buff, and/or vacuum various floors
- Mix/measure cleaning chemicals
- Clean windows, mirrors, and partitions
- Collect and empty garbage,
- Clean/sanitize drinking fountains, sinks, and restrooms
- Refill toilet paper and paper towels throughout the building
- Clean offices and other assigned areas
- Conduct routine safety checks of all exterior doors
- Report issues to the Maintenance Director
- Manage inventory of cleaning supplies
- Meet any cleaning needs from the Trojan Triumph program
- Other duties as assigned
- A more detailed description of the job and the daily schedule will be provided to the employee by the Director of Facilities & Grounds early in the employment process.

#### **Minimum Qualifications:**

- 18 years of age or older;
- A high school diploma or GED certificate
- Must have certification of health (physical) signed by a licensed physician
- Basic math skills
- Ability to stand, walk, and bend for many hours
- Ability to perform repetitive motions for long periods of time
- Experience with using cleaning equipment is a plus
- Background in handling, mixing, and using cleaning chemicals is a plus
- Ability to lift heavy objects, climb ladders, and work at particular heights

#### **Wages/Salary:**

- Pay is based on the current Collective Bargaining Agreement for the Educational Support Personnel who are not serving as a classroom Instructional Aide (See Article XIII - Staff Compensation and Placement).

Reports to the Director of Facilities & Grounds, the Principal, and the Superintendent