Island City Academy
6421 S. Clinton Trail
Eaton Rapids, MI 48827

Job Title: Custodian
Employed By: Access Educational HR
Supervisor: Maintenance Director
Location: Island City Academy
FLSA Status: Part-Time
Schedule: M – F, 5:30 AM – 8:30 AM
Pay: $15 per hour

Job Summary

Performs a variety of building cleaning and facilities and grounds maintenance work in schools and administrative buildings by maintaining assigned work areas including classrooms, kitchens, bathrooms, offices, and other workrooms within the school and the building's exterior and grounds. Monitors and ensure building cleanliness and performs preventative minor and exterior maintenance. Receives, stocks, and delivers supplies.

Job Duties

- Clean building floors by sweeping, mopping, scrubbing, or vacuuming them
- Gather and empty trash
- Clean windows, glass partitions, and mirrors
- Service, clean, sanitize, and supply restrooms
- Dust furniture, walls, machines, and equipment
- Clean and polish furniture and fixtures
- Monitor building and grounds and report hazardous or defective conditions
- Other duties as assigned

Education and Experience

- High school diploma or GED

Physical and Mental Requirements

- Ability to regularly sit, stand, walk, speak, listen, taste, and smell
- Ability to understand meaning of words and articulate effective responses
- Ability to add, subtract, multiply, and divide
- Ability to solve practical problems involving several concrete variables in situations where only limited standardization exists
- May need to manually, lift, carry, pull, or push heavy objects or materials
- Occasionally lift and/or move up to 50 pounds
- Stooping, bending, crawling, and reaching

Work Environment

- Typically quiet environment with sporadic periods of loud noise
- Classroom/office environment with heat and air-conditioning

A COMPLETED ONLINE APPLICATION IS REQUIRED: See application instructions at www.islandcity.org under Human Resources - Employment Opportunities. Questions regarding this position can be directed to: Wm. Aaron Warren, School Administrator Telephone: 517/663-0111 Email: wawarren@islandcity.org