

**The School District of the Tomorrow River
357 North Main Street
Amherst, Wisconsin 54406
District Office: 715-824-5521 ext. 1**

VACANCY NOTICE

Posted: June 22, 2017

Position: *Charter School Custodian/Maintenance – Part Time*

Duties: A Tomorrow River School District custodial team member working at the Tomorrow River Community Charter School located at the Central Wisconsin Environmental Station. As custodian, duties include promoting and ensuring cleanliness of buildings, safety and security, compliance with applicable laws and standards, cleaning and sanitation needs, as well as indoor and outdoor maintenance needs, and all requirements pertaining to this position.

Minimum Qualifications:

1. Aptitude and competence for assigned responsibilities
2. Physical strength and ability to perform assigned tasks (ability to lift 50 pounds or more repeatedly)
3. Interpersonal skills to deal courteously and effectively with students, staff and community
4. Ability to promote safety, security, compliance and good work ethics
5. Enthusiasm for the position and the ability to work independently and cooperatively with others
6. High school diploma or equivalent
7. Favorable background check
8. Such alternatives to the above that the district may find acceptable

Wage/Schedule: \$14.62 per hour (Step 0 on the 2017-18 wage schedule)/4 hours per day on school days for the 2017-18 School Year Calendar. Benefits are available on a prorated basis. Training will take place with TRSD Custodial/Maintenance Staff prior to the start of the school year. Cleaning will need to take place during non-school hours, prior to 8 am or after 3:30 pm.

Application Deadline: Open until filled. Apply ASAP.

Application Procedure:

STEP 1. Visit the TRSD website at amherst.k12.wi.us and print an official Support Staff Employment Application form, or contact the District Office for an application at 715-824-5521 x 1.

STEP 2. Complete and return the application with all of the following to: Mr. Michael Toelle, Tomorrow River School District, 357 North Main Street, Amherst, WI 54406:

- Cover Letter (addressed to Mr. Michael Toelle)
- Resume
- Copies of job-related certifications, if applicable
- 2 Current Letters of Recommendation (work related letters preferred)

NOTE: When mailing your completed packet, please affix sufficient postage. Applications arriving "postage due" will be returned to sender, delaying receipt of your application packet.

The Tomorrow River School District is an Equal Opportunity Employer