



WABASH AND OHIO VALLEY SPECIAL EDUCATION DISTRICT
Monica Girten, Director

800 S. Division Street | Norris City, Illinois 62869 | 618-378-2131 | Fax: 618-378-3153 | www.wovsed.org

VACANCY NOTICE: Custodian

Starting Date: July 1, 2026, or as soon as possible thereafter

Qualifications: Must have a high school diploma or GED and a valid driver's license. Work experience in custodial, maintenance or related field preferred.

Basic Job Duties:

- Keep buildings and grounds, including sidewalks and parking areas, neat and clean.
- Inspect buildings, equipment, and grounds daily. Report needed repairs promptly.
- Work with the Director of Custodial and Environmental Services to identify and prioritize all repair, maintenance, and cleaning projects.
- During non-school periods during the school year, such as winter and spring breaks, assist with repairs of intermediate nature and more thorough cleaning.
- Move furniture or equipment within the buildings as required for various activities.
- Perform all custodial responsibilities and other duties as assigned.
- Comply with local laws and procedures for the storage and disposal of trash, rubbish and waste.
- Maintain a high level of confidentiality regarding children and their families.
- The employee is regularly required to stand, walk, bend, stoop, kneel, reach, push, pull, shovel, and perform repetitive hand and arm motions while carrying out custodial duties. Duties may require climbing stairs and occasional use of ladders or step stools.
- The employee must be able to:
 - Frequently lift and carry materials weighing up to 25 pounds; occasionally lift and move items weighing up to 50 pounds with assistance or mechanical aids when appropriate; and push or pull carts, trash containers, and custodial equipment weighing up to 75 pounds.
 - Operate standard custodial equipment including floor scrubbers, vacuums, buffers, mowers, weed trimmers, and related custodial tools
- Work is performed indoors and outdoors and may involve exposure to:
 - Cleaning chemicals, paints, floor finishing chemicals, odors, dust, dirt, and moisture
 - Varying temperatures and weather conditions
 - Noise from equipment and school operations

Salary: Based upon experience
Year round position – 90 day probation period

Benefits: Health insurance, vacation, sick and personal days.

Application: Please submit an application (<https://wovsed.org/employment>) and current resume with 3 professional references to:
Monica Girten, WOVSED Director
800 South Division St, Norris City, IL 62869; Email: mjgirten@wovsed.org

Application Deadline: Until Position Filled