

**Riverside Local School District**  
**Job Postings/Vacancies**  
2021 – 2022 School Year  
(Due to Resignation)

Date: May 20, 2022

Title: **12-Month Evening Custodian (Field House/Stadium)**  
3:00 P.M. – 11:30 P.M. (Monday through Friday)

Responsibilities  
and Skills  
Required:

Please refer to attached Job Description.

Reports to: Director of Maintenance / Building Principal

Terms of  
Employment:

Initial contract one year; additional employment in compliance with Article XVII of the negotiated agreement between the Riverside Local Board of Education and O.A.P.S.E. LOCAL #374 and O.R.C. Section 3319.081 (A).

Funding: General Fund, Custodial Minimum \$16.05 – Step 0.

Limitations:

As listed in the Riverside Local School District Policy Section 4120, Employment of Non-Teaching Personnel, 4124 Employment Contract, and Articles X, XVII, and XXX of the Agreement between the Riverside Local Board of Education and O.A.P.S.E. Local #374. Please consult relevant negotiated agreement for other applicable limitations.

All requests for consideration should be sent to Mrs. Mallory Aliff ([Mallory.Aliff@riversideschools.net](mailto:Mallory.Aliff@riversideschools.net)) and Mr. Rich Arlesic ([Rich.Arlesic@riversideschools.net](mailto:Rich.Arlesic@riversideschools.net)) by 4:00 PM May 26, 2022.

*REPOSTED*  
*M. Aliff*  
*5/20/2022*  
*8:50 AM*

## **JOB DESCRIPTION DUTIES AND RESPONSIBILITIES**

**Position:** Night Custodian Field House / Stadium  
**Responsible to:** Maintenance Director / Building Principal / Athletic Director  
**Evaluated by:** Maintenance Director / Building Principal  
**Hours:** 3:00 – 11:30 p.m. Monday through Friday

### **Performance Responsibilities:**

1. Set up for all events – indoor and stadium.
2. Disinfect Field House wrestling room weekly.
3. Assist campus staff cleaning JRW fitness center.
4. Clean and disinfect drinking fountains.
5. Maintain floors.
6. Clean and disinfect restrooms – keep dispensers filled.
7. Dust areas / clean windows / disinfect high touch areas.
8. Report to Maintenance office any needed repairs, broken items.
9. Empty all trash, grounds, and bleachers.
10. Organize, maintain and order supplies for custodial closet(s).
11. Summer cleaning duties as assigned.
12. Accept assignments in any building.
13. Secure building.
14. Attend safety meetings and training sessions.
15. Remove graffiti.
16. Perform other custodial related tasks as assigned by Maintenance Director.
17. Sidewalks – salting and snow removal.
18. Show respect at all times in appearance, language and actions to Principal, teachers, students and patrons.
19. Responsible to help instill in students the belief in and practice of ethical principles and democratic values by serving as role model.
20. Provides critical analysis as needed.
21. Generates written work-product as needed.
22. Reports misconduct or violations of policy or procedure.
23. Must not disrupt the proper functioning of your position or department.
24. Must not undermine the authority of coworkers, supervisors, or superiors
25. Must maintain close working relationships with coworkers, supervisors, and superiors.
26. Must ensure that official communications are accurate, demonstrate sound judgment, and promote the employer's mission.
27. Must ensure that all applicable laws and regulations are followed. In the event the employee becomes aware of any non-compliance by the District or other staff, the employee is to report such to his/her immediate supervisor (or the next higher level, if the supervisor is responsible for the problem) and maintain the confidentiality of the report so that the problem can be appropriately corrected in the best interests of the District.

28. The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the Riverside Local School District.
29. Must serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings.
30. Must instill in students the belief in and practice of ethical principles and democratic values.