

## NOTICE OF VACANCY

### Bradie Shrum Elementary

**POSITION:** 2<sup>nd</sup> Shift CUSTODIAN/MAINTENANCE POSITION

**Responsibilities:** Job responsibilities will include, but are not limited to, cleaning and waxing floors, desks, furniture and other equipment, mowing trimming, trash removal, painting, moving furniture and equipment. In winter snow removal may be required.

**Qualifications:** Knowledgeable of custodial methods and techniques a requirement. Knowledge in the use of cleaning equipment, cleaning chemicals, mowers, tractors and small tools required. Some heavy lifting required. Must be willing to assume responsibility. Must work well with others and must exhibit positive and proper behavior when around students.

**Salary:** Based upon Non-Teaching Personnel Salary Schedule.

**Posting Date:** November 29, 2017

**Application**

**Deadline:** December 15, 2017

**Application Packets:** Application packets **MUST** include:  
(1) A completed corporation application.  
(2) A letter of introduction.  
(3) A current resume.  
(4) Three references.

**CONTACT:** Dr. Lynn Reed, Superintendent  
Salem Community Schools  
500 N. Harrison Street  
Salem, IN 47167

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Superintendent