



PALMYRA-EAGLE AREA SCHOOL DISTRICT VACANCY NOTICE

The Palmyra-Eagle Area School District has 1 full time Custodial Maintenance position available District wide.

MAINTENANCE POSITION

The position is year round for 40 hours per week. It is a day shift. Hourly rate is \$19.88.

The maintenance position is responsible for the following:

- Maintenance requests and maintain a safe environment across the District
- Sweep and mop floors
- Clean surfaces such as desks counters door handles
- Empty trash and recycling containers
- Dust surfaces and shelves
- Sanitize restrooms
- Watch for and remove graffiti as required
- Watch for and remove stains in carpets and on hard surfaces as required
- Clean windows, glass partitions, glass doors, mirrors as required
- Shovel snow from sidewalks and salt for special events
- Identify and report possible repairs to maintenance department
- Changing bulbs
- Running an auto scrubber on hard surfaced floors
- Operating a carpet extractor on carpeted floors
- Setting up and tearing down for after school events
- Opening and locking of building/rooms for after school events
- Misc. types of floor care equipment as the need arises

For more information call Bill Lean at 262-594-2148 ext. 4109 or email at blean@peasd.org.

Applicants should complete a Support Staff Application and Background Check Form. The forms can be found on the district website www.peasd.org, under the District tab, at *employment opportunities*. The forms may also be picked up in the district office. Please return completed forms to Palmyra-Eagle Area School District, Attn: Human Resources, PO Box 901, Palmyra, WI 53156.

The Palmyra-Eagle Area School District does not discriminate on the basis of race, color, national origin, sex, disability, age, marital status, parental status, religion, sexual orientation, creed, and pregnancy in its educational programs and activities and provides equal access to Boy Scouts, Girls Scouts, and other designated youth groups. Kari Timm has been designated to handle inquiries and complaints regarding non-discrimination policies. Please send inquiries to: Kari Timm, Director of Administration, 123 Burr Oak St. Palmyra, WI 53156, or call (262) 495-7101 or email at ktimm@peasd.org.

The Palmyra-Eagle Area School District is an Equal Employment Opportunity Employer. In compliance with the Americans with Disabilities Act, the School District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

**APPLICATION DEADLINE: Until Filled
DATE POSTED: April 13, 2023**