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NORTH EAST INDEPENDENT SCHOOL DISTRICT  
8961 Tesoro Dr. San Antonio, TX 78217  
[www.neisd.net](http://www.neisd.net)

EMPLOYMENT BULLETIN

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In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**CUSTODIAN  
ELEMENTARY- MIDDLE- HIGH SCHOOL**

**QUALIFICATIONS:**

- High School Diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience
- Must be able to pass physical and drug test
- Must be able to lift 100 pounds with assistance
- Must be able to understand instructions and communicate in basic English Ability to read and interpret documents such as safety rules, operating maintenance instructions, and procedure manuals.

**MAJOR PERFORMANCE RESPONSIBILITIES:**

- Uses proper techniques with the cleaning inside/outside of District buildings which includes floors, carpet, walls, glass windows, ceilings, water gutter and patio/walk areas
- Uses proper techniques with grounds maintenance which includes parking lots, fence lines, play ground area and equipment, lawns, shrubs, trees and flower beds
- Uses proper techniques on moving equipment, furniture and supplies weighing up to fifty pounds and asks for assistance with items weighing over fifty pounds
- Uses safe techniques in light maintenance tasks such as painting, changing of globes, installing dispensers, carpentry and adjusting or repairing locker
- Uses safe and proper work/cleaning techniques including the usage of all inside/outside power equipment needed to support program; Maintains and properly uses personal protective equipment; Reports all accidents to the Head Custodian
- Assists with special projects, duties as requested/assigned by the Head Custodian, Facility Administration and/or Director for Facility Support
- Performs additional duties and accepts other responsibilities as may be assigned

**TERMS OF EMPLOYMENT:**

**HOURLY:** \$9.29-\$11.61

**PAY GRADE:** O1

**WORK DAYS:** 260

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to [employment@neisd.net](mailto:employment@neisd.net). Those who are not district employees must complete an online application at [www.neisd.net](http://www.neisd.net) before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remain Open Until Filled AN EQUAL OPPORTUNITY EMPLOYER
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