



Riverhead Charter School

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www.riverheadcharterschool.org

Executive Director
Raymond Ankrum

Director of Finance
Nicola Graham

School Custodian/ Maintenance/Porter

Riverhead Charter School is a public school of choice, with no tuition, serving families of Kindergarten through eighth grade students on Eastern Long Island. We offer a private school environment in a public school setting.

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking, and embracing the cultural diversity of our community.

We are seeking a school custodian/maintenance/porter. Responsible for grounds and buildings safety, maintenance, cleaning and upkeep, including but not limited to basic maintenance of plumbing, electric, heat and air-conditioning systems, and door access security systems. Must be self-directed, flexible, personable, and able to communicate.

Responsibilities:

- Maintain classrooms, cafeteria, hallways, restrooms, offices, special area rooms, sidewalks, fields, playgrounds, decks, parking lots and other areas as assigned.
- Wash and/or disinfect water fountains, refrigerator/freezer, windows, doors, walls, woodwork, furniture and equipment as needed.
- Empty trash receptacles
- Assist in maintaining appropriate levels of supplies throughout the school grounds.
- Clean debris from sidewalks, parking lots, fields and playgrounds.
- Move, setup/breakdown furniture and equipment for cleaning and special events.
- Ensure that walkways/pathways are clear and safe for passing during inclement weather.
- On call to respond to any emergencies at the school when the building is closed.
- Report safety hazards and need for major repairs immediately.
- Comply with Safety Rules and Regulations and satisfies OSHA requirements.
- Remove any and all graffiti from school grounds.
- Performs other related duties as assigned.

Requirements

- HS diploma, post-secondary training desirable
- Basic mechanical, electrical, plumbing, carpentry skills
- Must be able to climb ladders, stoop, bend
- Must be able to carry and lift 50 + pounds of equipment and or supplies/packages
- Ability to read and comply with Material Safety Data Sheets (MSDS)
- Prior experience as a school custodian preferred
- Fingerprint clearance and background check required

Full time (M-F; 7:30am – 3:30pm) salary & health benefits

For consideration, please apply on our website at jobs@rcsli.org (no calls please)

Riverhead Charter School is committed to providing equal employment opportunities to all employees and applicants without regard to race, religion, color, sex, gender identity, sexual orientation, national origin, ancestry, citizenship status, uniform service member status, marital status, pregnancy, age, protected medical condition, genetic information, disability or any other protected status in accordance with all applicable federal, state and local laws.