

WHITEHALL DISTRICT SCHOOLS

541 E. SLOCUM ST
WHITEHALL, MI 49461



P: 231-893-1010
F: 231-894-6450

VAC and WLCC Custodian

Post Date: April, 2025

Application Deadline: Review as received

Position Summary

Whitehall District Schools is seeking a dependable and detail-oriented Custodian to help maintain a clean, safe, and welcoming environment at the Viking Athletic Center (VAC), White Lake Community Center (WLCC), and District Administrative Offices. This role is essential to ensuring our facilities are well-maintained and ready for daily use by students, staff, and the community. The ideal candidate will be proactive, take pride in their work, and be able to work both independently and as part of a team. Evening and weekend availability may be required based on scheduled events.

Essential Duties and Responsibilities

- Clean classrooms, offices, restrooms, and common areas (vacuum, mop, sweep, scrub, buff, wax, etc.)
- Disinfect sinks, toilets, drinking fountains, and high-touch surfaces
- Restock and maintain bathroom and cleaning supplies
- Wash windows, walls, doors, baseboards, and furniture
- Maintain indoor and outdoor lighting; replace bulbs as needed
- Clean spills, including bodily fluids, safely and appropriately
- Set up and take down furniture or equipment for meetings and events
- Perform light painting, groundskeeping, and snow/ice removal
- Secure building at end of shift (lock doors/windows, turn off lights)
- Move and arrange furnishings and deliver supplies
- Maintain safety standards and report hazards to supervisor
- Greet and assist staff, students, and visitors courteously
- Follow district policies and all local, state, and federal regulations

Education & Experience

- High school diploma or GED required
- Prior custodial or facility maintenance experience preferred
- Valid driver's license strongly preferred

Compensation

- Hourly rate will be determined based on qualifications and experience

Individuals interested in applying for this position should email their resume, letter of interest and references to: kirstenbolles@whitehallschools.net. Thank you.

WHITEHALL DISTRICT SCHOOLS NON-DISCRIMINATION POLICY

It is the policy of Whitehall District Schools that no person shall, on the basis of race, color, national origin, gender, age, or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Coordinator – School Superintendent, 541 E. Slocum Street, Whitehall, MI 49461 Phone 231-893-1005. Adopted by the Board of Education, April 27, 1992.