NIGHT CUSTODIAN

OUR MISSION: Oregon Episcopal School prepares students for higher education and lifelong learning by inspiring intellectual, physical, social, emotional, artistic, and spiritual growth so that they may realize their power for good as citizens of local and world communities.

ABOUT US: Oregon Episcopal School occupies a wooded 59 acre campus where 880 students in Pre-K through 12th Grade share an excellent faculty, an inquiry based curriculum, and a strong sense of community. The School values employees who seek to continually develop the OES Essential Competencies in themselves and others and are prepared to engage in a vibrant, culturally diverse learning community.

JOB SUMMARY: Oregon Episcopal School is seeking responsible, conscientious custodians to clean and maintain campus buildings as assigned. The custodian will follow established procedures and safety protocols and work as an integral part of the facilities team to support the educational mission of OES. Regular schedule is Monday through Friday, 3:30 P.M. to midnight. However, the schedule for this position may be adjusted on either a temporary or permanent basis to fill the weekend custodian role or to meet additional custodial needs around campus. Covid-19 vaccine required by Sept 1.

This is a full-time, year round, hourly position that comes with full benefits, including employer paid medical, dental, and vision insurance, retirement plan with generous employer match, and one free meal per day (when the Dining Hall is open). To learn more about OES benefits visit The OES Benefits Guide.

ESSENTIAL DUTIES:
- Clean assigned areas of the school daily to set standards using established procedures.
- Provide event set-up support as assigned.
- Perform other custodial duties as needed.
- Be particularly aware of personal safety, and the safety of other employees, students and guests in the performance of custodial tasks. Follow prescribed procedures when handling chemicals.
- Be aware of plant maintenance needs throughout the campus, and complete work orders when repairs are necessary.
- Keep assigned custodial closets clean and tidy.
- Communicate any concerns or problems promptly to the custodial supervisor. Make recommendations in all areas of job responsibility.
- Drive motorized vehicle to transport materials around the campus.

MINIMUM QUALIFICATIONS:
- High school diploma or equivalent combination of training and experience
- Ability to use custodial hand tools, automatic scrubbers, carpet extractors, buffers, and other custodial equipment
- Possess a valid driver license and have a driving record that meets school standards
- Basic computer skills, ability to use email and basic applications, including digital time card

- Intercultural competence, ability to interact appropriately with persons of diverse backgrounds, ability to work effectively on diverse teams
- Ability to pass and criminal background check and drug screen
- Covid-19 vaccine documentation

KNOWLEDGE, SKILLS, AND ABILITIES:
- English sufficient to communicate with coworkers and work as part of a team
- Interpersonal skills, ability maintain respectful relations with colleagues

PHYSICAL REQUIREMENTS:
- Ability to spend the majority of each workday standing or walking
- Ability to Lift up to 50 pounds on a routine basis and 90 pounds, with or without assistance, on an occasional basis
- Ability to climb ladders to a height of 20', and work on powered lifts to a height of 30 feet

COMPENSATION: Starting wage is $16.75 per hour plus full benefits

APPLICATION PROCESS: Visit www.oes.edu/careers to learn more about this unique school. Then, complete the OES Night Custodian Application.

Oregon Episcopal School does not discriminate in its hiring or employment practices on the basis of race, color, religion, gender (including gender identity or expression), disability, national or ethnic origin, age, sexual orientation, marital status, genetic information, or other legally protected characteristic or status.