Atlanta Community Schools
10500 County Road 489
Atlanta, MI 49709
989-785-4877

NOTICE OF VACANCY

External/Internal Posting

Sub Custodial	
Summary	Are you passionate about making a difference in the lives of the students while immersing yourself in a close-knit community, nestled in the Elk Capital of Michigan. Look no further! Atlanta Community Schools is seeking dedicated educators and staff to join our family in beautiful Northern Michigan.
Qualification Requirements	• High school diploma or equivalent • Previous custodial or maintenance experience preferred, but not required • Ability to work independently and follow instructions • Strong attention to detail and commitment to cleanliness and safety • Must pass a background check and fingerprinting in accordance with school policy • Ability to lift up to 50 lbs and perform physical tasks associated with custodial duties
Essential Duties and Responsibilities	• Perform routine cleaning and maintenance of classrooms, restrooms, hallways, offices, and other school facilities • Sweep, mop, vacuum, and scrub floors • Empty trash and recycling containers • Clean and sanitize restrooms and other high-touch surfaces • Refill supplies such as soap, paper towels, and toilet paper • Assist with snow removal and outdoor maintenance as needed • Set up and clean up after school events or activities • Report safety hazards, damage, or maintenance needs to supervisor • Secure buildings and set alarms as required
Availability	• Immediately
Deadline	• Until Filled
Method of Application	Interested applicants should submit a resume and letter of interest to: **Superintendent's Office** **Attention: Mike Eising** Atlanta Community Schools 10500 County Road 489 Atlanta, MI 49709 Phone: (989) 785-4877 Email:jreeves@atlantaschools.us
Notice of Nondiscrimination	Atlanta Community Schools does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Tawny Hisscock, Atlanta Community Schools, 10500 County road 489, Atlanta, MI 49709