



INVITES APPLICATIONS FOR:

Custodian

This position provides custodial services for the Lane ESD main campus building.

Closing Date	Start Date	Salary
July 14, 2017 Or until filled	August 25, 2017	\$ 14.77 – 21.00 per hour

**.5 Full-Time Equivalency (FTE)
4 hours per day, 5:00-9:00 pm, Monday - Friday**

About Lane ESD

In providing services to Lane County school districts, Lane ESD seeks to fulfill our core purpose of **Shaping the Future: Supporting Excellence in Education**. Lane ESD employees strive to embody core values of equity, commitment, leadership, collaboration, and integrity.

The mission of education service districts is to assist school districts and the Department of Education in achieving Oregon's educational goals by providing equitable, high quality, cost-effective and locally responsive educational services at a regional level. The ESD partners with school districts, local universities and community college, and other community agencies in providing quality services to the component school districts in Lane County.

Lane Education Service District provides a wide array of services to the 16 School Districts in Lane County serving about 45,000 students. Services in special education, school improvement, technology, and administrative services are designed to support districts in meeting the challenge of serving a diverse student population. We focus on systemic school improvement, multicultural curriculum, and assisting districts in development of students who are well prepared to be global citizens. Additional information about Lane ESD is available at

www.lesd.k12.or.us

Lane ESD encourages and supports employee professional growth as we seek to meet the needs of students and school staff throughout the county.

About Lane ESD's Facilities Department

Lane ESD's Facilities Department provides services for two Lane ESD properties, the Lane ESD main campus and the Westmoreland campus. Lane ESD's Facilities Department provides daily building and grounds management support. The Facilities Department oversees security, HVAC systems, and agency motor pool. Support and leadership is also provided for emergency planning, meeting room management, warehouse management, workplace safety, disaster response, and building access.

CORE VALUES

Equity ...
we support a respectful work environment and access to educational services to all students

Commitment ...
to district and student success

Leadership...
that is informed, responsive, visionary and planful

Collaboration...
actively engaged with our partners to achieve success

Integrity...
approach our work with ethical actions, making and keeping commitments, courage and humility

Position Available – Custodian

We are looking for talented, forward thinking, energetic candidates who can support Lane ESD's Vision and Core Values.

Key Responsibilities

1. Perform custodial duties for ESD buildings, including cleaning of restrooms, clearing of toilet/sink clogs, cleaning meeting rooms and furniture, floors, and exteriors.
2. Lock and secure buildings.
3. Maintain custodial supply inventory and restock as necessary.
4. Set up meeting rooms according to instructions.
5. Perform other special cleaning projects and custodial activities as assigned.

Qualifications

1. A high school diploma or equivalent is required.
2. Twelve months of general cleaning and building maintenance experience is required.
3. Ability to use computers and software associated with the position is required.

To Apply		
Click	Contact	
https://lesd.tedk12.com/hire/index.aspx	(541) 461-8244 hr@lesd.k12.or.us	1200 Highway 99 North Eugene, OR 94702
<ul style="list-style-type: none"> • Applicants must complete an online application available at https://lesd.tedk12.com/hire/index.aspx in order to be considered for this position. Internet accessibility is available at Lane ESD and local libraries for applicants who do not have home internet access. 		
Application Instructions and Requirements		
<ul style="list-style-type: none"> <input type="checkbox"/> Applicants must complete an official Lane ESD application (see link above) to be considered for this position. <input type="checkbox"/> Applications must include a cover letter, resume, and two letters of reference. <input type="checkbox"/> Only complete applications submitted by 5 p.m. on the closing date will be considered for the position. Interviews will be held July 24-28, 2017. 		
Terms of Employment		
<ul style="list-style-type: none"> • .5 FTE (4 hours per day), 5:00-9:00 pm Monday through Friday. Position includes health benefits, 10 paid holidays and paid vacation. Applicants hired for this position are required to complete fingerprint-based criminal history verification and are responsible for the associated fees. 		
Selection Process		
<p>Those applicants who best qualify in terms of relevant experience and training will be invited to participate in the selection process, which will consist, at the minimum, of an oral interview. Internal applicants with qualifications that are equal to other interviewees will be given preference. A fingerprint-based criminal history investigation is required for all positions. Applicants selected for interview will be contacted by phone. Applicants not interviewed will be notified in writing.</p>		

Lane ESD is an equal opportunity employer, and complies with federal and state statutes which prohibit discrimination on the basis of race, color, national origin, religion, sex, age, handicap and marital status.

Equity ♦ Commitment ♦ Leadership ♦ Collaboration ♦ Integrity