

## The Brooklyn Public Schools

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Brooklyn, CT 06234  
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Superintendent  
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**POSITION TITLE:** Substitute Custodian  
**POSITION LOCATION:** Brooklyn Public Schools (119 Gorman Road)  
**SCHEDULE:** Monday - Friday / shifts vary based on needs  
**REPORTS TO:** Facilities Director  
**STARTING SALARY:** \$16.00  
**BENEFIT ELIGIBLE:** No  
**UNION ELIGIBLE:** No

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### **Position Function:**

Under the direct supervision of the Principal, Director of Facilities, and Business Manager, performs general cleaning and maintenance in school buildings and grounds; maintains equipment in functional condition; and provides cleaning and custodial assistance to students, teachers, visitors and others as necessary.

### **Terms of Employment:**

This is a part-time, substitute position / hours per week vary based on needs.  
Shifts vary, anywhere from 4-8 hours.

### **Performance Responsibilities:**

- Clean, sanitize restrooms/bathrooms using established practices and procedures.
- Sweep, mop or vacuum floors; empty/clean wastebaskets and trash containers.
- Refill toilet paper, paper towels and soap dispensers.
- Assist with setup of facilities for meetings, classrooms, conferences, events, etc.
- Wash walls and equipment; use ladders when required in work assignments.
- Lock and unlock assigned classrooms; secure buildings when facilities are not in use checking for unlocked doors and windows; report any unauthorized occupants, turn off lights.
- Follow the instructions regarding the use of chemicals and supplies. Use as directed.
- Move furniture, equipment, supplies and tools as needed.
- Wash accessible interior and exterior windows. Clean blinds.
- Perform other job related tasks as assigned by the Director of Facilities and/or Administration.

**Other requirements of the position:**

- Use of step ladder, extension ladders and manlift for lighting or ceiling repairs and general repairs.
- Maintaining and cleaning equipment.

**Qualifications:**

- Ability to follow oral and written instructions.
- Ability to work effectively with others.
- Ability to work in an environment containing cleaning materials, dust and noise.
- Ability to lift a maximum of 60 pounds with assistance and 50 pounds independently.

Applicants must apply online at: <https://www.applitrack.com/brooklynschools/onlineapp/default.aspx>

*The Board of Education will provide equal employment opportunities for all persons without regard to race, color, religious creed, age, veterans' status, genetic information, marital status, national origin, ancestry, sex, sexual orientation, or physical disability (including pregnancy). The Board directs the administration to set as a goal the recruitment, selection and employment of qualified people among racial and ethnic minority groups to the end that the school district's employees will proportionately mirror the racial and ethnic composition of this community.*