

White Pass School District No. 303

White Pass Jr. /Sr. High School
516 Silverbrook Rd.
Randle, WA 98377
(360) 497-5816



White Pass Elementary School
127 Kindle Rd.
Randle, WA 98377
360-497-7300

Home of the Panthers
Preparing Students Today For Tomorrow
District Office: PO Box 188, RANDLE, WASHINGTON 98377-0188

ANNOUNCEMENT OF VACANCY Remainder of 2017/2018 School Year and Permanent Transition into Summer 2018

Custodian
White Pass School District
4 Hrs. Flexible Schedule remainder of 2017/2018 School Year
8 Hrs. Permanent Flexible Schedule beginning June 19th 2018
In-District Applicants only

Closing Date:

First Review of Applications for In District Applicants will be April 25, 2018
Opens To Out of District Applicants April 25, 2018

Qualifications and Requirements:

- High School Diploma or Equivalent Required
- Prefer Education/Training Beyond High School
- Ability to Successfully Pass the State and Federal Fingerprint Checks
- Ability to Successfully Pass Pre-Employment Drug Testing

Knowledge, Skills, and Abilities Preferred:

- Knowledge of school maintenance equipment including operation, routine minor maintenance, and routine minor repair
- Knowledge of safety rules and procedures
- Knowledge of tools, their use, and maintenance
- Knowledge of grounds maintenance
- Ability to communicate effectively, orally, and in writing
- Ability to work with minimal supervision
- Ability to follow through on tasks
- Ability to maintain accurate records
- Ability to organize and set priorities for work
- Ability to order materials and make recommendations of supplies and equipment
- Ability to maintain confidentiality
- Ability to work under pressure
- Ability to deal with staff, students, and community members in a positive manner

The White Pass School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Dr. Paul Farris, PO Box 188, Randle, WA 98377; (360) 497-3791 (Title IX/ Section 504/ ADA Coordinator/Compliance Coordinator for 28A.640 and 28A.642).

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- Ability to recognize areas that need special custodial and or maintenance attention in order to bring it to the attention of the maintenance supervisor
- Willingness to be flexible
- Willingness to learn new skills

Working Conditions:

- Will be required to lift or carry heavy maintenance, gardening, or cleaning equipment or boxes of supplies (80+ lbs.); may be exposed to infectious diseases carried by students; will be required to work outdoors in inclement weather; will be required to assist with snow removal as needed; requires occasional long hours to meet deadlines; willing to work flexible hours; willing to do other duties as assigned.

In District Applicants:

- Letter of interest

New Applicants must submit the following information to the Human Resource Office:

- Letter of application indicating interest
- Completed district application available at www.wpsdschools.org or in the District Office
- Resume to include education and experience
- Three (3) letters of reference

Apply to: Dr. Paul Farris, Superintendent
White Pass School District No. 303
P.O. Box 188
Randle, WA. 98377

Please call the District Office with any questions at (360) 497-3791.