

Posting # 12-021
Posted 2-7-12
Expires 2-13-12

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METHUEN PUBLIC SCHOOLS

VACANCY NOTICE

TITLE: Building Custodian/Stores Delivery Person

ASSIGNMENT: Food Service - System Wide

QUALIFICATIONS: High school diploma or general education degree (GED). Candidate must possess a valid motor vehicle driver's license and a copy of the candidate's driving record is required. Must be able to repetitively lift a minimum of 75lbs. A candidate must have working knowledge of and skill in operating, maintaining and using light duty trucks, hand trucks and hydraulic lifts.

DUTIES: Loads and delivers supply orders to various schools and locations, picks up materials and supplies and returns them to the central storage area, takes periodic inventories, fills and prepares supply orders for delivery, operates a motor vehicle. May perform cleaning, sweeping, washing, buffing and waxing floors, cleaning filters and any other duties that come up within reason.

SALARY: Subject to Custodial Contract; twelve (12) months, forty (40) hour week.

APPLICATIONS: A letter of interest and résumé (no email please) should be sent to:

**Colleen M. McCarthy
Director of Human Resources
Methuen Public Schools ~ Quinn Building
90 Hampshire Street
Methuen, MA 01844**

INTERVIEWS BY INVITATION ONLY

**THE METHUEN SCHOOL DEPARTMENT IS AN EQUAL OPPORTUNITY
EMPLOYER AND SERVICE PROVIDER**

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IN ORDER TO SUBMIT AN OFFICIAL BID ON THIS POSITION, PLEASE FILL OUT THIS SECTION
AND SUBMIT TO THE OFFICE OF THE DIRECTOR OF HUMAN RESOURCES.

NAME: _____ HOME TELEPHONE: _____

ADDRESS: _____ ZIP CODE: _____

APPLYING FOR POSITION OF: Building Custodian / Stores Food Service

BUILDING: _____

PRESENT POSITION/TITLE & BUILDING: _____

