

St. Viator Parish School is now accepting applications for a qualified Custodian-Maintenance person.

Interested candidates should visit:

<http://dioceseoflasvegas.org/MasterPageCssImage/BackupPage/Uploads/Employment%20Application.pdf>

Please forward application, resume, and letters of recommendation to:

Mrs. Tracy L. Brunelle, Principal  
St. Viator Parish School  
4246 S. Eastern Ave.  
Las Vegas, NV 89119  
Email: [tbrunelle@stviator.org](mailto:tbrunelle@stviator.org)

This is a non-exempt, full time position, Monday through Friday from 6:30 am to 3:15 pm, 45-minute lunch.

The Custodian-Maintenance person reports directly to the Principal and works closely with the St. Viator Parish Buildings and Grounds Manager.

Specific areas of responsibility:

The Custodial-Maintenance Person

- Opens gates on campus before school starts and relocks them after dismissal
- Unlocks office in the morning
- Unlocks all restrooms and verifies that they are fully stocked with paper supplies
- Puts out cones in the parking lot
- Does light maintenance work
- Places milk delivery in refrigerator
- Cleans lunchroom after each lunch period
- Assists teachers in setting up their classrooms
- Assists secretarial and administrative staff
- Empties outside trash as needed
- Sweeps and picks up trash on the school grounds
- Helps set up for different school events
- Assumes other duties as may be assigned by the Principal

Interviews will be scheduled following the screening of applications. Applications will be accepted until the position is filled. All applicants must be able to pass a background check.