

**Position:** CUSTODIAN/MAINTENANCE POSITION  
**Location:** Mosquero Municipal Schools  
**Beginning:** Immediately  
**Deadline:** Open until filled  
**Salary:** Depends on experience  
**District:** Mosquero, NM 87733  
**Telephone:** [575-673-2271](tel:575-673-2271)  
**Email:** [superintendent@mosquero.net](mailto:superintendent@mosquero.net)

#### **Job Description:**

The Mosquero Municipal School District seeks to hire a custodian/maintenance person. Successful applicant will take direction from the Director of Maintenance regarding work orders and daily routines. Applicants must be able to work cooperatively with others in a team environment and take direction from others. All Mosquero School employees play a critical role in student achievement, so candidates must have a strong work ethic and desire to positively impact the school environment.

The school campus is made up of 5 educational buildings, an indoor rodeo arena, a bus barn, and a shop. New employee housing is in the works and we hope to have it completed next spring.

#### **Minimum Qualifications:**

- High School diploma or General Education Degree GED.
- Valid New Mexico driver's license.
- Custodial, and building maintenance experience preferred.
- Basic knowledge of computers and software packages, including Microsoft Word. E-mail and internet.
- Ability to work under deadlines.
- Ability to read diagrams instructions and procedures manuals.
- Ability to interpret a variety of instructions furnished in written, oral, diagrams and schedule form.
- Ability to work with changing priorities, regulations, and deadlines.
- Ability to complete work as needed that requires sitting, kneeling, running, twisting, turning, lifting, pushing, pulling and carrying.
- Must be able to pass a background check upon accepting position.

#### **Essential Duties:**

- Performs tasks relating to general and detailed cleanliness of the school and grounds such as mopping, vacuuming, disinfecting.
- Operating the waxing/buffing machine for hallways.
- Perform district wide grounds maintenance work such as snow shoveling, plowing, salting, weeding and spraying.
- Responsible for the completion of all assigned work orders by the maintenance director.
- Complete timesheets in a timely manner.
- Comply with all safety and OSHA requirements.
- Maintains all safety and code requirements of the State, local and Board of Education guidelines.
- Follows the guidelines of the district's Hazard Communication Program as it regards to MSDS's and labels.
- Performs other duties as assigned.

Salary depends on experience and alignment with district salary schedule. Contact Johnna Bruhn at [superintendent@mosquero.net](mailto:superintendent@mosquero.net) if have questions.

\*To apply, go to [www.mosquero.net](http://www.mosquero.net), complete the application for employment then email with your resume to the email listed above.