

POSITION ANNOUNCEMENT



|  |  |
| --- | --- |
| **POSITION TITLE:** | **Custodian – Full Time** |
|  |  |
| **POSITION DESCRIPTION:**  Under general supervision, maintains proper care of Ogeechee Technical College facilities. The applicant must possess skills in operating specialized cleaning equipment (e.g., buffer, carpet shampoo machine, vacuum cleaner, etc.); knowledge of various cleaning chemicals; skills in making minor repairs using hand tools (hammer, screwdriver, wrenches, plunger, etc.); provide care and routine maintenance of grounds. Distribute and maintain materials, tools and equipment. | |
|  |  |
| **MINIMUM QUALIFICATIONS:**   * Any combination of training and experience which would have enabled the applicant to acquire the necessary knowledge, skills and abilities. * Ability to follow detailed verbal and written instructions * Ability to work as a team member | |
| **PREFERRED QUALIFICATIONS:**   * A minimum of six months experience performing custodial duties. | |
|  |  |
| **SALARY/BENEFITS:**  Benefits include paid state holidays, annual and sick leave, retirement options, and State of Georgia Health and Flexible Benefit Package. | |
|  |  |
| **APPLICATION DEADLINE:**  Open Until Filled | |
|  |  |
| **TO APPLY:** Please submit an online application using the OTC online job center website. All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application for faculty positions. Official transcripts are required upon employment. For more information, please contact the Director for Human Resources at 912.871.1801 or [employment@ogeecheetech.edu](mailto:employment@ogeecheetech.edu).  The following individuals have been designated to handle inquiries regarding the non-discrimination policies: For Title IX: Christy Rikard, Office: 198C, Phone: 912.486.7607, [crikard@ogeecheetech.edu](mailto:crikard@ogeecheetech.edu). For ADA/Section 504: Sabrina Burns, Accessibility & Assessment Coordinator, Office: 189, Phone: 912.486.7211, [sburns@ogeecheetech.edu](mailto:sburns@ogeecheetech.edu). | |
|  |  |
| As set forth in its student catalog, Ogeechee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Christy Rikard, Ogeechee Technical College One Joseph E. Kennedy Blvd., Office 191, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486-7607, crikard@ogeecheetech.edu and Sabrina Burns, ADA/Section 504 Coordinator, Ogeechee Technical College, One Joseph E. Kennedy Blvd., Office 189, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486.7211, sburns@ogeecheetech.edu | |