



Reports to: Facilities Manager

Our District:

Pioneer School District serves approximately 750 P-8 students and encompasses a rural area east of Shelton in the South Puget Sound region. The district is mainly forested, accented by lakes and waterways with multiple recreational opportunities. Our community is known for having a strong commitment to supporting our schools and our students. Our district is committed to ensuring that every student achieves high levels of learning every day.

Our Community:

Pioneer School District is in a beautiful, rural community in the South Puget Sound region of Washington state – one of the most beautiful and livable areas of the state with numerous recreational opportunities for hiking, boating, and fishing in beautiful Mason County. The Pioneer community offers a balanced lifestyle in a beautiful, family-oriented rural community with easy access to urban areas of the South Puget Sound area and the amenities of the West Coast.

Position Description:

Performs cleaning, organization, and maintenance of interior and exterior of school buildings including maintenance of grounds; maintains cleaning supplies and equipment; ensures buildings are organized, cleaned, and operational to meet safety standards. Other duties as assigned by the supervisor.

Knowledge, Skills and Abilities:

- Ability to effectively manage cleaning of interior building and exterior grounds as needed.
- Ability to move and set-up furniture and equipment as needed.
- Ability to operate machinery, floor cleaners, riding mowers, etc.
- Knowledge of general maintenance for continuous operation under the direction of the Facilities Manager.
- Ability to work professionally, responsively, and positively with students, staff, administrators, and parents.
- Ability to be supervised and work professionally with building administrators and Facilities Manager.

Application Procedure:

Applicants must apply through ED Jobs Northwest and upload the required supporting documents. Complete instructions are online with a checklist of the documents you need to submit. Interested applicants must upload the following documents:

- A letter of application, not to exceed two pages addressing the knowledge, skills and abilities of this position
- A current resume
- Three (3) letters of reference
- Only complete applications which include the above items will be considered.

Minimum Qualifications:

- Minimum of 21 years of age
- Possess a valid Washington State driver's license
- High School Diploma or certificate of GED completion
- Demonstrated ability to work effectively with people

Salary Range: Pioneer Public School Employees Salary Schedule. Hourly \$18.40 to \$22.66, plus longevity pay at the end-of-the year, dependent on school district experience. Benefits include: healthcare benefits (medical insurance, vision insurance, dental insurance, life insurance, and disability insurance), retirement benefits, sick leave days, personal leave days, and employee assistance program.

The Pioneer School District is an equal opportunity education institution and will not discriminate in its educational programs, activities or employment practices on the basis of race, color, national origin/language, creed/religion, sex, sexual orientation-including gender identity, disability, or the use of service animal by a person with a disability, age, marital status, honorably discharged veteran or military status and HIV/Hepatitis C status, or other legally protected classification in accordance with state and federal laws, including Title VI, Title IX, Section 504 and Americans with Disabilities Act 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: School District's Title IX Officer, Amy Koster, at 112 E. Spencer Lake Rd, Shelton, WA 98584, (360) 426-9115