



## LOS ALAMITOS UNIFIED SCHOOL DISTRICT

### PERSONNEL COMMISSION

10293 Bloomfield Street ♦ Los Alamitos, CA 90720

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[www.losal.org](http://www.losal.org)

*An Equal  
Opportunity  
Employer*

#### CLASSIFIED EMPLOYMENT OPPORTUNITY

# HEAD CUSTODIAN

#### **POSITION DETAILS**

- 40 hours per week
- 12 months per year
- Vacancy at LAHS
- Schedule is evening hours

#### **SALARY**

\$4,448 - \$5,405 monthly  
\$24.90 (hourly) Sub Rate

**ISSUE DATE:** 12/1/2022

**APPLICATION DEADLINE:** 12/16/2022 at 4:00pm

**TENTATIVE WRITTEN EXAM:** 12/21/2022

**TENTATIVE ORAL EXAM:** TBD

***Posting is open to the first 50 qualified applicants. Online applications will be accepted beginning Thursday, December 15, 2022 at 9:00 am. The job posting will close on December 16, 2022 at 4:00pm***

#### **RECRUITMENT TYPE**

**Dual Certification** - This employment opportunity is available to anyone who qualifies. A single eligibility list based on rank order will be generated from this recruitment. Current classified employees who qualify will be given seniority credit.

#### **POSITION BENEFITS**

**Pay increases:** The first pay increase occurs after 6 months if the employee passes the probationary period. The second pay increase occurs after 1 year. Pay increases occur annually thereafter until top step is reached.

**Benefits:** This position includes a fringe benefit package including medical, dental, vision, life insurance, sick time, vacation time, and paid holidays.

#### **BASIC FUNCTION**

Under the direction of a site administrator, High School Plant Supervisor or Maintenance Supervisor, responsible for maintaining assigned school site in a clean, safe and orderly manner; perform basic building maintenance and school grounds cleaning; coordinate the use of the facility and the furniture and equipment at the site. Commitment to Los Alamitos Unified School District's mission, vision and priority goals. Excellent communication/interpersonal skills with the ability to engage and work closely with a wide range of stakeholders.

\* **Complete Job Description** available at [www.losal.org](http://www.losal.org) under Job Opportunities/Classified Job Descriptions.

#### **MINIMUM QUALIFICATIONS**

##### **Education & Experience**

- ✓ Graduation from High School or GED program
- ✓ Two years of experience performing general custodial duties

#### **APPLICATION & EXAMINATION PROCESS**

##### **Application:**

\* Complete a Los Alamitos Unified School District Classified Application at [www.losal.org](http://www.losal.org) under the Job Opportunities link. Applications must be submitted electronically through [www.losal.org/jobs](http://www.losal.org/jobs) by the deadline date.

***NO PAPER APPLICATIONS WILL BE ACCEPTED!***

\* Be sure your application reflects all relevant experience, paid or volunteer. Attach a supplemental resume or other description of experience if it is not adequately described on your application.

##### **Examination:**

Applications may be screened to select the most qualified candidates.

The examination will consist of:

- A - Written job knowledge exam (30% of Total Score)
- B - Structured oral exam (70% of Total Score)

Some classifications require you to pass a physical examination. This examination is at the district's expense and the appointment is not assured until you have passed this examination. Applicants must attain a passing score of 70% on each part of the examination in order to be placed on the eligibility list. Should a large number of candidates pass the written exam, a higher passing score than 70% may be required to progress. Application & Examination details along with information about the merit system are available on the Los Alamitos USD Personnel Commission website at [www.losal.org](http://www.losal.org) under Human Resources/Personnel Commission.

**Candidates who pass the written and panel interview will be placed on an eligibility list valid for six (6) months.**

The Los Alamitos Unified School District is an Equal Opportunity Employer and does not discriminate on the basis of race, color, ancestry, ethnic group identification, marital/parental status, physical/mental disability, national origin, religion, age, sex, sexual orientation, gender/gender identity or expression or genetic information; the perception of one or more of such characteristics; or association with a person/group with one or more of these actual or perceived characteristics.