



THE WHEELER SCHOOL

## **Floor Care and Custodial Technician**

The Wheeler School, a co-ed. N-12 independent day school of approximately 800 students in the College Hill neighborhood of Providence, RI, is seeking a Floor Care and Custodial Technician. Founded by visionary educator and artist Mary C. Wheeler in 1889, Wheeler is a school committed to challenging academics, a rich performing and visual arts curriculum, and innovation. Our urban campus is supplemented by a 120-acre farm campus, which is the site of seven fields, tennis courts, a field house, and provides many experiential learning opportunities for students of all ages.

This is a full time, 12-month, non-exempt position assigned to the Operations Department responsible to the Director of Custodial Services. The daily work schedule is Monday through Friday, 2:30 pm to 10:30pm. The Floor Care Technician's primary responsibility is maintaining all floor areas, and sustaining a high standard of cleanliness and sanitation. This position will be responsible for spot removal on carpets, performing bonnet and extraction carpet cleaning, disposal of trash and assisting with hazardous waste collection. Operation of floor sweepers, buffers, strippers, canister vacuum cleaners, and shop vacuums, as well as utilizing the proper personal protective equipment (PPE) when working with chemicals and equipment. To be successful in this role, the person will protect staff, faculty, and students by keeping floors free from harmful microorganisms, and by being mindful of slip, trip, and fall hazards. Preferred candidates are motivated, meticulous, and able to work with numerous interruptions.

### Responsibilities:

- Clean classrooms, offices, hallways, common areas, and other areas
- Move furniture before and after cleaning
- Shampoo carpets
- Clean, dust, mop, strip, and wax floors
- Adhere/ comply with all OSHA regulations regarding the handling and usage of cleaning products
- Clean, maintain, and store equipment and PPE proficiently
- Keep an inventory of floor areas, and schedule cleaning and maintenance duties
- Report maintenance issues to Supervisor
- Assist with the hazardous waste collection as requested by the Supervisor
- Account for inventory of supplies used
- Respond to and complete the Supervisor maintenance requests.

### Job Requirements:

- Physical activity, like lifting heavy objects, climbing ladders and stairs, walking long distances and standing for extended periods of time is very common
- Ability to work collaboratively and in teams when necessary
- Work is sometimes necessary in uncomfortable or cramped positions
- Visually inspect, detect and correct safety hazards that are potential liabilities
- Be familiar with school policies and procedures and ensure compliance with them
- Perform other related duties as assigned by the Supervisor

## Training, Education, and Experience Qualifications:

- High school diploma, GED, or suitable equivalent preferred
- Floor maintenance experience preferred
- Completion of background check
- Completion of on-the-job training
- Undeterred by exposure to hazardous chemicals, bodily fluids, and communicable and infectious diseases
- Resilient to noise
- Physically agile
- Excellent communication skills

To learn more about Wheeler, please visit [www.wheelerschool.org](http://www.wheelerschool.org), and our [Careers](#) page.

**How to Apply:** Interested candidates should send a cover letter and resume to Bob Pacheco at [bobpacheco@wheelerschool.org](mailto:bobpacheco@wheelerschool.org) and cc [careers@wheelerschool.org](mailto:careers@wheelerschool.org).

### **Statement on Diversity and Cultural Competency at Wheeler**

We actively seek students, faculty, and staff from diverse backgrounds in the belief that a broad range of experiences and viewpoints enhance learning, enriches life on campus, and better prepares us all for full participation in a pluralistic, democratic society. We seek to further the overall diversity and cultural competency within our community through hiring.

*The Wheeler School is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin or disability, and any other category protected by federal, state or local law.*