

# DECATUR CITY SCHOOLS


Office of Human Resources

212 FOURTH AVENUE, SE  
DECATUR, ALABAMA 35601  
www.dcs.edu



PHONE (256) 552-3000  
Email: Yvette.Evans@dcs.edu

## MEMORANDUM

TO: All Personnel  
FROM: Yvette Evans   
DATE: February 21, 2024  
SUBJECT: Custodian Vacancy

The following position is open and will be filled by the Decatur City Board of Education:

### DECATUR HIGH SCHOOL

**Custodian  
(8 hrs./12 months)**

**OPEN UNTIL FILLED**

Persons interested in the above position should have a completed application in the online application system with the State of Alabama "Teach Alabama."

A link to the online system, "Teach Alabama," can be found at the Decatur City School's website: [www.dcs.edu](http://www.dcs.edu) entitled "Jobs."

Once you have completed your online application, to be considered for a certain job you **MUST**:

Click on "All Jobs."

Click the "View/Apply" link next to any position for which you wish to be considered, then click the button provided to express interest.

**NOTE:** You will not be considered for a position if you have not expressed interest by clicking the APPLY button.

April 5, 1996

Decatur City Schools

**JOB TITLE: Custodian**

**SUMMARY:** Keeps inside and outside of assigned building clean, neat and orderly (this includes sidewalks and parking lot).

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

Sweep, mop, scrub, and vacuum hallways, stairs and office space.

- (a) Sweep daily
- (b) Mop and scrub halls weekly
- (c) Vacuum as needed

Empties trash and garbage containers daily.

Cleans debris from sidewalk daily.

Clear water, ice or snow from walks, steps, and entrances using brooms, shovels or abrasives.

Cleans debris from parking lot daily.

Clean and disinfect drinking fountains daily.

Clean desks and tables daily.

Clean and disinfect rest room floors, fixtures, stalls and other plumbing facilities daily.

Replace toilet supplies.

Scrape gum from floors as needed.

Replace accessible light bulbs.

Perform work in a neat and orderly manner within established building and safety codes.

Report any problems to supervisor.

Perform other related duties as assigned for emergencies or training purposes.

Strip and wax floors.

Performs necessary lawn care.

Assists in lunchroom as required.

**NON-ESSENTIAL DUTIES AND RESPONSIBILITIES**

Other duties as assigned.

**QUALIFICATION REQUIREMENTS**

**EDUCATION and/or EXPERIENCE:**

High school education or equivalent, and up to one month related experience or training, or equivalent combination of education and experience.

**LANGUAGE SKILLS:**

Ability to read a limited number of two- and three-syllable words and to recognize similarities and differences between words and between series of numbers. Ability to print and speak simple sentences. Ability to effectively present information in one-on-one and small group situations.

**MATHEMATICAL SKILLS:**

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of weight measurement, volume, and distance.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand, walk, and use hands to finger, handle, or feel objects, tools, or controls. The employee frequently is required to reach with hands and arms and talk or hear. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**WORK ENVIRONMENT:**

While performing the duties of this job, the employee occasionally works in outside weather conditions and is occasionally exposed to extreme cold and extreme heat. The noise level in the work environment is usually moderate.

DISCLAIMER:

The preceding job description has been designed to indicate the general nature and level of work performed by an employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of an employee(s) to this job.

The Decatur City School System does not discriminate on the basis of race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The Title IX Coordinator for Decatur City Schools is responsible for handling inquiries regarding the non-discrimination policies. The Title IX Coordinator can be reached by calling the Decatur City Board of Education at: (256) 552-3000.

DECATUR CITY SCHOOLS  
Annual Salary Schedule  
2023-2024

**Schedule L, L2**

**Custodians**

**\*Grandfathered**

**Schedule L, 214-Day**

Rank	LB*
	<b>214-Day</b>
Step	8.0 Hours
0	28,097
1	28,815
2	28,904
3	29,051
4	29,145
5-11	29,381
12-14	30,642
15-19	31,427
20-24	32,215
25-29	33,147
30	34,456

**Schedule L2, 12 Month**

Rank	LJ
	<b>12 Months</b>
Step	8.0 Hours
0	31,511
1	32,317
2	32,416
3	32,580
4	32,687
5-11	32,950
12-14	34,365
15-19	35,246
20-24	36,128
25-29	37,174
30	38,642