



SOUTHWEST TEXAS JUNIOR COLLEGE

Human Resources

2401 Garner Field Road | Uvalde, TX 78801-6221

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swtjc.edu | human.resources@swtjc.edu

EMPLOYMENT OPPORTUNITY

Title: Custodian

Job ID: 232445710501

Campus: Uvalde

Closing Date: July 30, 2024, or Until Filled

Job Duties: Perform routine custodial duties, including cleaning and maintenance tasks for college facilities and other related work as required. Perform all other functions as assigned by the Supervisor. Work rules, code of conduct, and other policies are part of the essential functions of the job. Non-traditional working hours may apply. The omission of specific duties does not exclude them from the position if work is similar, related, or a logical assignment to the position. Performs duties as assigned. Security-sensitive position.

Salary: Maintenance Scale Group I; salary commensurate with experience.

Other Benefits: Benefits package available (Health/Life insurance, retirement plan, sick/personal leave, holidays, waived tuition for eligible employees and dependents).

QUALIFICATIONS

Education: High School diploma or GED desired.

Experience & Training: Two years of custodial experience preferred.

Additional Qualification Requirements: Bilingual (English & Spanish). Must possess required knowledge, skills, abilities, and experience and be able to explain and demonstrate, with or without reasonable accommodations, the essential functions of the job. Experience in working with diverse populations. Candidate must be authorized to work in the U.S. and must provide verifiable credentials; successful completion of the reference and background check specified for the position. Possible travel required to other geographic locations served by the college. Must have a valid Texas driver's license and be insurable through SWTJC insurers.

SUBMIT STAFF APPLICATION TO:

Terrie Dube, Human Resources Director, Southwest Texas Junior College, 2401 Garner Field Road, Uvalde, TX 78801. It is the applicant's responsibility to verify the status of a position. **Submit the following required documents:** (1. Letter of intent, (2. SWTJC Application, (3. Resume, (4. Copy of Transcripts (official transcripts are required if hired). All documents become property of SWTJC.

With respect to the employment and promotion of teaching and non-teaching personnel, it is the policy of Southwest Texas Junior College not to discriminate either in favor of or against any persons on the basis of race, color, religion, national origin, sex, including gender, gender identity, pregnancy and sexual orientation, age, disability or genetic information, and veteran status.

An Affirmative Action/Equal Opportunity Institution