

**CITY OF SHELTON JOB POSTING 120224**  
**SHELTON BOARD of EDUCATION**  
**JOB TITLE: CUSTODIAN**  
**STARTING HOURLY RATE: \$25.67**

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**NATURE OF WORK:** Performs a wide variety of custodial tasks in maintaining the physical school plant and grounds in a condition that is safe, attractive, comfortable and clean.

**KNOWLEDGE, SKILLS AND ABILITIES:** Ability to understand directions and perform work required to the satisfaction of the Maintenance/Custodial Supervisor and/or building Principal. Employee must be able to work effectively using courtesy and tact with administration, the public, students, co-workers and members of the staff working in the building. Must demonstrate the ability to develop and maintain effective working relationships with diverse groups. Good physical condition is essential; must be able to lift a minimum of 50 lbs. and a minimum of 15 lbs. overhead lifting. Must be able to accept responsibility for his/her actions on the job.

The BOE Custodian Job Description is attached hereto, describing the examples of duties, supervision given and a more detailed job description, which terms and conditions will apply to each candidate.

**EDUCATION, EXPERIENCE AND TRAINING:** Must be able to demonstrate knowledge of cleaning tools, supplies and materials, have experience in the use of hand tools, power tools and in light maintenance tasks. Sufficient educational development to perform the tasks assigned.

**HOW TO APPLY:** Applicants may complete a City of Shelton job application available from the City of Shelton website [www.cityofshelton.org](http://www.cityofshelton.org) (Human Resources page) or on the job posting bulletin board located at the Human Resources Department, Shelton City Hall, 54 Hill Street, Shelton, CT 06484.

**MERIT SYSTEM TESTING:** Applications will be reviewed to ensure that each applicant meets the minimum qualification requirements. The top (15) candidates who successfully pass the written test will be invited to participate in an oral panel interview. A combined score of the written test (50%) and oral interview (50%) will determine the ranking

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The City of Shelton is an equal-opportunity employer. EOE/M/F/D/V.

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assigned to each candidate. The top ten (10) candidates will remain on a certified hiring list for at least one (1) year from which the City will hire. All job openings shall be advertised and filled pursuant to the applicable provisions of the City's Merit System Ordinance.

**PROBATIONARY PERIOD:** Pursuant to Article VII Section 7.1 of the Collective Bargaining Agreement between the City of Shelton Board of Education and the International Union of Operating Engineers, Local 30 dated June 30, 2026 the successful applicant shall be considered probationary for six (6) months following the first day of work for the City of Shelton.

**STARTING HOURLY RATE:** In accordance with the current collective bargaining agreement between the City of Shelton Board of Education and the International Union of Operating Engineers, Local 30 dated June 30, 2026.

**JOB CLASSIFICATION:** This position is subject to the terms and conditions of the Collective Bargaining Agreement between the City of Shelton Board of Education and the International Union of Operating Engineers, Local 30 dated June 30, 2026.

**APPLICATION CLOSING DATE:** Applications will be accepted through **5:00 p.m. Monday, December 16, 2024**, at Shelton City Hall, Human Resources Office on the first floor of Shelton City Hall, 54 Hill Street, Shelton, CT 06484.

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