



JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

VA #: BPSS-2018-130R1

OPENING DATE: 10/05/2018

CLOSING DATE: Continuous

POSITION TITLE:

CUSTODIAL WORKER I-III

SALARY:

GL-1/1-3/1, \$ 280.00 B/W - \$ 303.58 B/W

LOCATION:

PALAU HIGH SCHOOL
BUREAU OF EDUCATION ADMINISTRATION
MINISTRY OF EDUCATION

SOURCE OF FUND:

LOCAL

DUTIES AND RESPONSIBILITIES:

- Maintain facilities and grounds cleanliness and compliance with safety standards; maintain security of rooms and designated areas with facilities.....**50%**
- Check building and grounds to locate conditions indicating need for repair or maintenance work; generate facilities condition reports for supervisor, collect facility management data and generated report as prescribed.....**20%**
- Perform preventive maintenance and minor repair, electrical, and plumbing work.....**10%**
- Do minor repair work such as replacing doors, screens, lock/doorknobs, louvers, rotten floor and paint walls both inside and out.....**10%**
- Clean and maintain restroom facilities, school grounds, drainage, and ditches.....**5%**
- Other related work the supervisor may assign.....**5%**

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Completion of elementary school plus some high school is required.