

Rosendale-Brandon School District

EMPLOYMENT OPPORTUNITIES

LACONIA HIGH SCHOOL HEAD CUSTODIAN

Rosendale-Brandon School District has an immediate opening for a first shift Head Custodian. The hours for this position are primarily 8:00am-4:30 p.m. with some flexibility required. Starting wage for this position is \$16.69/hr and dependent on experience. The following competencies are required:

- Possess ability to operate Google Apps and HVAC software
- Work independently and with others
- Possess basic painting, plumbing, electrical, and HVAC (including boiler plant operation) knowledge
- Maintain good working relations with supervisors, teachers, students and the public
- Perform basic math; read and follow instructions; and understand multi-step written and oral instructions
- Perform functions of the job such as: adhering to safety practices and security procedures, handling hazardous materials, operating equipment used for cleaning
- Maintain confidentiality
- Possess a valid Wisconsin driver's license
- Possess high school diploma or equivalence

[Job description](#) for this position.

A letter of interest and completed application should be submitted to Human Resources, Administration Office, 300 W Wisconsin Street, Rosendale, WI 54974. An application can be obtained from www.rbsd.us or at the Administration Office. Position remains open until filled.

FOOD SERVICE

The Rosendale-Brandon School District Food Service is accepting applications for Food Service positions at RP and Laconia High School. These positions require a commitment of 2.5 - 4 hour shifts between the hours of 10:00 AM and 2:00 PM, depending on the specific position filled. All work dates are school days only - no nights, weekends or holidays. Starting wage is \$12.02 per hour. Duties include preparation of all lunch items, portion control, ordering and inventory, serving, general kitchen duties and cleaning. Computer skills are helpful but not required. Must be able to stand for an extended period and to lift 35 lbs. Interested parties should send a letter of interest, and a completed employment application (found at www.rbsd.us) to Andrea Schneider, District Food Service Manager, 301 Division St Rosendale WI, 54974. Positions remain open until filled.

EDUCATIONAL ASSISTANT

The Rosendale-Brandon School District has openings for part-time Educational Assistants at Brandon Elementary School, Rosendale Primary School and Rosendale Intermediate School. Base pay for this position begins at \$12.25 per hour. The successful candidate must be comfortable supervising students during recess, working with children with special needs and attending classes with the students. Interested parties can apply on Indeed, obtain an application at www.rbsd.us, or request an application by calling 920-872-2851. Completed applications should be submitted to the Rosendale-Brandon School District Office at 300 W Wisconsin St, Rosendale, WI 54974. This position remains open until filled. [Job Description](#)

MAINTENANCE ASSISTANT / HEAD CUSTODIAN

The Rosendale-Brandon School District is seeking a full-time Maintenance Assistant / Head Custodian who, under the guidance of the Buildings and Grounds Director is responsible for:

- Maintaining District grounds including snow removal and salting, maintenance of lawns, athletic fields, sidewalks, landscaping and parking lots, movement of materials essential to district operations.
- Performing general maintenance work inside and outside the physical plant such as ceiling, roof, electrical, plumbing, concrete, masonry, glazing, insulation, tile and pump and fan repairs.
- Performing proper action to effectively and expeditiously complete repairs in accordance with school policy, sound maintenance practices and priority and urgency of operations.
- Maintaining all safety and code requirements of the State, local and Board of Education guidelines.
- Assisting in maintaining inventory of district-owned hand tools, equipment, hardware, materials and supplies.
- Performing other related tasks as assigned

Other essential qualifications and skills:

- Previous maintenance experience (2020-2021 base wage: \$17.99/hour)
- Possess ability to operate Google Apps and HVAC software
- Work independently and with others
- Possess basic painting, plumbing, electrical, and HVAC (including boiler plant operation) knowledge
- Establish and maintain good working relations with supervisors, teachers, students and the public
- Perform basic math; read and follow instructions; and interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Perform duties with awareness of all district requirements and Board of Education policies.
- Perform functions of the job such as: adhering to safety practices and security procedures, handling hazardous materials, operating equipment used for cleaning

This position also includes custodial duties as assigned. A complete Maintenance Assistant job description can be found [here](#). A complete Head Custodian job description can be found [here](#). Interested candidates should send a letter of interest, resume, and letters of recommendation to Buildings and Grounds Director Pat Coffeen at 300 W Wisconsin St. Rosendale, WI 54974. Position remains open until filled.

SUBSTITUTE CUSTODIANS

The Rosendale-Brandon School District is accepting applications for substitute custodian help. Shifts will vary depending on need and applicants must be able to lift 50lbs. Starting wage is \$13.56/hr. A letter of interest and completed application should be submitted to Wayne Weber, Administration Office, 300 W Wisconsin Street, Rosendale, WI 54974. Applications can be obtained from www.rbsd.us or at the Administration Office. Positions remain open until filled.

SUBSTITUTE FOOD SERVICE

The Rosendale-Brandon School District Food Service is accepting applications for substitute food service help. The hours will vary from 2.5 to 6 hours per day at any of our schools. Starting wage is \$12.02 per hour. Duties include food prep, serving, general kitchen duties and computer skills are helpful but not required. Interested parties should send a letter of interest and a completed employment application (found at www.rbsd.us) to Andrea Schneider, District Food Service Manager, 301 Division St. Rosendale WI, 54974. Positions remain open until filled.

VAN DRIVER

Rosendale-Brandon School District is currently accepting applications for Van Drivers. Hours for this position vary from 1-5 hours per day depending on the assigned route. Starting wage is \$13.68. Applicants must have a valid driver's license and be available to transport students by school van in the morning before school starts, and/or during the afternoon, and/or at the end of school day. Interested parties may obtain an application from any of the school offices or on the district website, www.rbsd.us. Please send completed application, letter of interest, and resume to Jeff Thomas, Laconia High School, 301 W Division St., Rosendale, WI 54974. Position remains open until filled.

NOTICE OF NON-DISCRIMINATION POLICY

The Rosendale-Brandon School District, in accordance with federal law, does not discriminate because of the person's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or handicap in its educational and employment policies and practices.