



## Mecosta-Osceola Intermediate School District

Administrative Offices: 15760 190<sup>th</sup> Avenue, Big Rapids, MI 49307

Phone: 231.796.3543

[MOISD Job Opportunities](#)

2526-53

### NOTICE OF VACANCY

**Title: Custodian, Part-Time**

**Program: Maintenance**

**Start date: As soon as possible**

Classification/FLSA: Non-Union, Non-Exempt, Non-Administrative

Duration: Part-time school year position

183 days / 4 hours per day (3:00 pm – 7:00 pm)

Reports to: MOISD Maintenance Supervisor

Location: Hillcrest Elementary, Big Rapids

**Position Summary:** Keep the district's buildings in such a state of operating excellence that they present no problems or interruptions to the educational program. The successful applicant would start immediately upon selection and will have passed a background check.

#### Qualifications

- Possess a minimum of a high school diploma.
- Experience, training, and essentials pertinent to the assignment.
- Have knowledge, skill, and ability to perform essential duties satisfactorily.
- Strong problem-solving skills, effective interpersonal and communication skills.
- Ability to work independently and support multiple tasks, and effectively establish priorities and deadlines.

#### Professional Requirements / Education and Experience

- Sweeps, mops, scrubs, and vacuums designated spaces and equipment.
- Empties trash and garbage containers
- Maintains buildings, performing minor and routine painting, and maintenance activities.
- Cleans snow and debris from walks.
- Be physically able to lift and/or move a minimum of 60 pounds.
- Maintain a good driving record and a valid driver's license to transport supplies, etc., to various locations.
- Contribute in a positive manner to the overall quality and operation of the district.
- Must pass a criminal history background investigation conducted by the Michigan State Police (MSP) and the Federal Bureau of Investigation (FBI).

**Compensation: Starting \$17.12 hourly**

**Posting date: 11/26/2025**

**Application deadline: 12/01/2025 or until filled**

**Please submit cover letter, resumé and references, and applicable transcripts to:**

**Dana Boglarsky, Human Resources Specialist**

Email: [jobs@moisd.org](mailto:jobs@moisd.org)

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### *Supporting Schools and Student Achievement*

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, Section 102(a) it is the policy of the Mecosta-Osceola Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries regarding this policy should be directed to: Superintendent, Mecosta-Osceola Intermediate School District, 15760 190th Avenue, Big Rapids, MI 49307, Telephone (231) 796-3543.