

**Ogilvie Public Schools – ISD 333**

**333 School Drive**

**Ogilvie, MN 56358**

**Phone: 320-272-5000 Fax: 320-272-5072**

*Kathy Belsheim, Superintendent 320-272-5075*

*Suzanne Davis, 7-12 Principal 320-272-5005 Ryan Koenigs, Pre K-6 Principal 320-272-5055*

*Benji Besser, Activities Director 320-272-5040 Brooke Stulc, Business Manager 320-272-5077*

To: All Interested Applicants

From: Kathy Belsheim, Superintendent, *and Paul Jacobs, Maintenance Operations Coordinator*

Re: Employment Opportunity

Date: March 15, 2024

Ogilvie Public Schools is seeking qualified candidates who’d like to be part of building an efficient maintenance department filled with Lion Pride!

The following position is available.

* 1- Full time- 32 hour Custodial Department Position
  + Monday-Thursday – 2:30 pm – 11:00 pm
  + Mondays being flexible dependent upon activities.
* This position could turn into a lead position.

**Duties:** To assist with the cleaning and maintenance to District’s buildings.Responsibilities as assigned by the Maintenance Operations Coordinator. Ability to be available weekends as needed is a must.

**Benefits:** Salary and benefits per the negotiated Ogilvie Education Support Personnel Association

(OESPA) Master Agreement. Higher wage available, based on past work experience with

similar responsibilities.

**Duty Days:** Ogilvie Public Schools educates with a 4-day School Week structure; Monday is typically

the non-school day.

Open until filled

Applicants should submit the following: District application (obtained at [www.ogilvie.k12.mn.us](http://www.ogilvie.k12.mn.us)) and letter of interest to Teri Belsheim, Ogilvie Public Schools, 333 School Drive, Ogilvie, MN 56358. Applications may also be submitted to [tbelsheim@ogilvie.k12.mn.us](mailto:tbelsheim@ogilvie.k12.mn.us)  *For more information, please call Paul Jacobs at 320-272-5025.*

*“Ogilvie Public Schools is an equal opportunity provider and employer.”*