

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: June 26, 2008

SUBJECT: Part-time Custodian (C-2)

CATEGORY: Operations: Policy: Information: Personnel: X

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

DESCRIPTION:

The Erie County Technical School Administration recommends hiring Michael Senger as a part time custodian at the rate of pay of \$12.33 pending clearances beginning on or after June 27, 2008. In addition, it is the recommendation to hire Robert Winslow, who has been working as a substitute custodian, as a part-time custodian at the rate of \$12.33 per hour beginning on or after June 27, 2008. Michael and Robert will serve a 90 day probationary period prior to recommendation for regular employment per the contract Article I Section 6.

RECOMMENDATION:

Motion to hire Robert Winslow and Michael Senger (pending clearances) as part time custodians at the rate of \$12.33 per hour.

MICHAEL D. SENGHER

OBJECTIVE

To obtain a challenging and rewarding career in an experienced field that allows for advancement.

EXPERIENCE

1992-present Janitor's Supply Company, Inc. Erie, PA
Lead Service Technician

- Inspect, maintain, and repair floor care machines for companies throughout Pennsylvania and Ohio
- Order parts and maintain inventory control; shipping & receiving
- Introduce and train company employees in the use of floor care products and machines.

2003-present Sunshine Services Erie, PA
Janitorial Supervisor

- Train new employees in cleaning of customer's facilities and the proper use of cleaning supplies and machines.
- Ordering and maintaining cleaning supplies stock
- Floor stripping & waxing; floor buffing; carpet cleaning; general office cleaning; construction clean up.

1990-1992 Robert's Express Erie, PA
Driver

- Delivery of expedite freight
- Fork lift operator
- Shipping & receiving

EDUCATION

1981-1984 Harborcreek High School Harborcreek, PA

- General Studies Diploma
- Erie County Technical School—Major appliance repair

INTERESTS

Hunting; Fishing; Woodworking; Nascar; Traveling; Gardening.

SKILLS

LPM certified Fork lift operator

Class B CDL with airbrakes

Certified Hazardous materials transporter

Shipping & Receiving

Inventory Control

ASA 400 Inventory control program

Microsoft Windows/XP

Microsoft Windows; EXCEL

Customer service skills

Fax; copier; scanner

Certified Service Technician of floor care machines

General building maintenance and cleaning for warehouse, office, and residential homes.

Carpeting and wood floor cleaning and maintenance.

Construction site clean up.

Employee supervisory skills.

Robert Frank Winslow

~~10846 Plank Road~~
~~Waterford PA 16441~~
~~(814) 796-4434~~

OBJECTIVE:

To use my life experience and job related skills and work ethic to serve my employer.

EDUCATION:

Regional Skill Center
1990-Machining, Tool & Die
1977-Academy High School
Diploma-General Studies

EXPERIENCE:

Custodian, Customer Service, Nov 2002-Jan 2008
Wegmans Food Market, Erie, Pennsylvania
Responsible for cleaning of lot, empty trash receptacles, mopping, cleaning of vestibule floors, window cleaning, restroom maintenance, sweeping floors, exterior grounds clean up, snow removal and any other general cleaning of facility.
Customer service related duties.

Warehouse Manager, June 2000-July 2001
Kaman Technologies, Erie Pennsylvania
Responsible for shipping and receiving goods ordered for numerous clients, inventory control, customer sales, custodial and maintenance of building.

- Implemented new procedures for smoother operation of warehouse.

Sales, April 1992-June 2000
Troyer Farms Potato Products
Serviced accounts in 3 county area
Responsible for the set up of displays, attaining new accounts, sales to accounts and distribution of products.

Metal Fabricator, 1979-1990
Ervite Corporation, Erie, Pennsylvania
Shipping and receiving duties, assembly of computer cabinets and electrical wiring, worked in all capacities and positions on floor plant, CNC operation, spot welding, grinding, packing, punch press operation and maintenance.

Janitorial, Warehouse, Sales, 1977-1979

Busy Beaver Building Center, Erie, Pennsylvania

Cleaning of building, restrooms, warehouse, sales floor, building maintenance, shipping and receiving duties and some sales work.

RELATED SKILLS:

Detail oriented.

Independent, work with minimal supervision and contribute to a team.

Demonstrated ability to acquire and apply knowledge rapidly.

Effectively handle multiple tasks simultaneously.

REFERENCE:

Available on request.