



## Hampton Roads Community Action Program

2410 Wickham Avenue  
P.O. Box 37  
Newport News, VA 23607

### POSITION ANNOUNCEMENT

**Position:** Security/Custodian

**Location:** Southside

**Component:** Head Start

**Qualifications:** High School Diploma or GED and 2 years of custodial experience. Must have the knowledge, skills and experience needed to perform the assigned functions responsibly. Must be able to serve and effectively communicate to the extent feasible, staff, children and families within the community. Criminal Record Check, and valid Virginia Driver's License required for employment.

**Duties:** Work as a member of the Program Design and Management Team to promote a healthy, safe, and clean environment for Head Start children and staff.

**Salary:** \$22,249 - \$24,102 annually; 40 hours per week with benefits.

**Application:** Qualified individuals should apply at 2410 Wickham Avenue, Newport News, VA., 23607. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. You can also visit: [www.hrcapinc.org](http://www.hrcapinc.org) to print an application and mail to P.O. Box 37, Newport News, VA, 23607.

**Closing Date:** Applications accepted until position is filled.