

NOTICE OF EMPLOYMENT OPPORTUNITY

Applications now being accepted for a maintenance/custodial position with Van Zandt County

POSITION SUMMARY

Performs (entry-level) custodial work. Work involves cleaning and caring for County or government buildings and premises, and maintaining custodial equipment.

ESSENTIAL JOB FUNCTIONS

- Performs custodial functions such as sweeping, mopping, and floor waxing/stripping.
- Performs rest room maintenance, replenishing supplies, and applying cleaning chemicals as appropriate.
- Performs carpet maintenance.
- Cleans office furniture, walls, windows, and floors; and empties trash.
- May inspect buildings for cleanliness and report needed repairs as appropriate.
- Transport materials and equipment to other county facilities.
- Performs related work as assigned.

REQUIRED KNOWLEDGE AND SKILLS

Skills; Experience in custodial work. Skill in the use of custodial materials and chemicals and custodial equipment. Graduation from a standard senior high school or equivalent is general preferred. Knowledge of cleaning techniques and procedures.

PHYSICAL REQUIREMENTS

Walking, sitting, or standing for long periods of time. Lifting and carrying materials weighing up to 30 pounds such as boxes, bags and mop buckets.

This job advertisement does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer change. The employee further understands, and accepts, that this position falls under the provision of an “At Will” employment, and under no circumstances is a contract for employment.

SALARY:

Starting hourly wage is \$8.00 per hour

SELECTION GUIDELINES:

Formal application; rating of education and experience; oral interview; reference and other background checks; job-related tests may be required.

Applications can be picked up from the Human Resources (HR) office on the first floor of the Van Zandt County courthouse or downloaded from our website at ;

<http://www.vanzandtcounty.org/page/vanzandt.Jobs.Openings>

AN EQUAL OPPORTUNITY EMPLOYER

- For the purpose of compliance with the Americans with Disabilities Act and ADA Amendments Act, this job description does not account for potential reasonable accommodations.

March 2018