

COUNTY OF AMADOR



JOB ANNOUNCEMENT

(Open Recruitment)

DEADLINE	POSITION	DEPARTMENT	RATE OF PAY
Open Until Filled	Custodian II	Facilities	\$14.77-17.95/hr.

Definition:

Under general supervision; to perform a variety of general cleaning and custodian work; to keep assigned areas and County Buildings in a clean and orderly condition; and to do related work as required.

Examples of Duties:

- Performs a variety of cleaning duties such as sweeping, mopping, and scrubbing/sealing floors
- Cleans and vacuums rugs and carpet
- Waxes and polishes furniture and woodwork
- Cleans outside entryways, hallways, lobbies, restrooms, and offices
- Cleans ceilings, walls, blinds and light fixtures
- Empties and cleans waste receptacles
- Polishes metal work
- Cleans and disinfects restrooms
- Replenishes supplies
- May wash windows
- May move and arrange furniture and equipment
- Turns out lights and locks doors and windows
- Replaces light bulbs and tubes
- Operates scrubbers, buffers, and other equipment and machinery
- Requisitions supplies as needed
- Observes and reports needed repairs to buildings and equipment
- Maintains equipment used during the course of the work
- May assists with and performs minor building maintenance work

Knowledge of:

- Custodian supplies, equipment, and methods
- Proper materials and methods used in cleaning work
- Basic hand tools used in routine building maintenance
- Safe work practices

Ability to:

- Clean and care for an assigned area and equipment
- Follow oral and written instructions
- Read and write at the level required for successful job performance
- Recognize and locate conditions which require maintenance and repair work
- Use and care for tools used
- Work on own initiative without close supervision
- Perform arithmetic calculations at the level necessary for satisfactory job performance
- Establish and maintain cooperative working relationships

Amador County is an Equal Opportunity/Affirmative Action employer.

Applicants will be considered without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.

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Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

One (1) year of prior work experience in custodial work equivalent to the Custodian I level in Amador County.

Special Requirement: Possession of a valid California Driver's license issued by the California Department of Motor Vehicles.

Selection Requirement: All interested applicants must fill out an Amador County employment application. Applications will be evaluated by a screening committee. The best qualified candidates will be selected for an interview.

For Job Application and Complete Job Description Contact:

AMADOR COUNTY HUMAN RESOURCES

810 Court Street, Jackson, CA 95642

(209) 223-6456 . Fax: (209) 223-6426 . www.amadorgov.org

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