

Custodial Worker

HURON COUNTY COMMISSIONERS, JOB POSTING

Position Title: Custodial Worker
Reports to: Huron County Buildings and Grounds Supervisor
Status: Bargaining- AFSME, Ohio Council 8, Local 710
FLSA Status: Classified/ Non-Exempt
Hours: Full-time
Revision Date: 6/15/2023

Job Summary: Under the direction of the Buildings and Grounds Supervisor this position is responsible for cleaning county facilities, snow removal, grass mowing/trimming, and may also perform some light-duty maintenance tasks.

Starting Wage: \$14.00/hour

Benefits:

- Health and dental insurance
- Paid vacation and personal time
- Fifteen (15) accrued sick days per year
- Eleven (11) paid holidays
- Retirement Pension
- Public Student Loan Forgiveness Eligible Employer
- Life Insurance Policy

Essential Functions:

- Performs routine and scheduled cleaning of county-owned facilities to include dusting, vacuuming, scrubbing, sweeping, waxing, and disposal of garbage.
- Cleans offices, hallways, bathrooms and other areas within facilities.
- Washes windows, walls, woodwork, and ceilings.
- Polishes brass and other metal surfaces.
- Collects recyclable materials on a regular schedule.
- Ensures that doors are secured at designated times.
- Raises, lowers, or replaces flags as appropriate.
- Moves or stacks furniture in the process of cleaning specific areas.
- Replaces light bulbs when necessary.
- Mows lawns and removes snow from walkways.
- Ensures that cleaning supplies are stocked adequately.
- Prepares meeting rooms upon request.

Custodial Worker

- Performs other related duties as requested or assigned by Buildings and Grounds Supervisor.
- Completes of all tasks as assigned in a timely manner.
- Maintains regular and predictable attendance.

Marginal Functions:

- Temporary assignment to other positions within the unit as required.

Preferred Knowledge, Skills, Abilities:

- Knowledge of safety practices and procedures.
- Knowledge of proper cleaning techniques
- Ability to operate floor scrubbers, buffers, and strippers.
- Ability to work with minimal supervision.
- Ability to meet strict deadlines.
- Ability to develop and maintain effective working relationships with supervisors, co-workers, and general public.

Required Education and Experience:

- High School diploma or equivalent
- Valid Ohio driver's license with an acceptable driving record

Preferred Educations and Experience:

- Previous custodial experience and knowledge of cleaning equipment and procedures.

Physical Requirements:

Must be able to lift 50 pounds. Must be able to lift, bend, stoop, push, pull, walk, stand, sit, and squat. Must be able to place and climb ladders. Must be able to see, hear, communicate, touch, feel, grasp, turn, and manipulate small tools and equipment or be able to perform the essential functions of the position with reasonable accommodation. Must be able to work under various climate and weather conditions, including heat, cold, snow, ice, and sometimes wind or rain.

HOW TO APPLY:

If interested submit Resume and Employment Application to Lara Hozalski, Deputy Director of Human Resources, 12 E. Main Street, Suite 513 or hrdirector@huroncounty-oh.gov

You can find our application at: <https://www.hccommissioners.com/employment-opportunities/>.

Deadline: Until filled.

AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER