



POSITION VACANCY ANNOUNCEMENT

Position: Custodian (FT)
Posting Date: January 4, 2019
Starting Salary: \$10.74

Department: Facilities Maintenance
Closing Date: January 18, 2019
FLSA Status: Non-Exempt

Job Summary:

This position is responsible for performing a variety of custodial duties.

Major Duties:

- Cleans restrooms, including cleaning and sanitizing fixtures and mirrors, replacing soap and paper products, emptying trash cans, and sweeping and mopping floors.
- Cleans water fountains, tables, desks, counters, and conference rooms.
- Cleans hallways and offices, including dusting, mopping, and waxing floors or vacuuming carpets.
- Cleans stairways, including sweeping and dusting floors and railings.
- Washes windows, cleans woodwork, and washes walls.
- Dusts and polishes furniture and fixtures; dusts blinds, and window sills.
- Polices areas around entrance ways and ground, picks up debris, and empties ashtrays.
- Assists with maintaining an adequate inventory of cleaning supplies.
- Performs other related duties as assigned.

Minimum Qualifications:

- Ability to read, write and perform basic mathematical calculations.
- No experience requirements.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

Habersham County is an Equal Opportunity Employer.

To Apply: All applicants must complete a Habersham County employment application. An application and a detailed job description can be picked up at the Habersham County Human Resources Department, Administration Building (Located on the 1st floor in the Old Courthouse), 555 Monroe Street, Clarkesville, GA 30523 or downloaded from our website www.habershamga.com. For more information please call (706) 839-0214.