

Custodian (One Full-Time & Two Part-time) – These positions will perform semiskilled work cleaning in an assigned area or areas to provide the proper building sanitation. Essential functions include but is not limited to Removes and disposes of trash; sweeps, dusts and mops; performs high and low dusting, wet mopping, vacuuming and spot cleans carpets; sanitizes restrooms; cleans glasses, mirrors and fixtures; restocks soap dispensers and paper supplies; sanitizes drinking fountains; cleans walls, vents, and baseboards. High School Diploma or GED and minimal experience in building cleaning. Full Time Starting Salary \$27,290 and Part-time Hourly rate \$ 12.88/hour. Part-time could consist of days/nights.

Greene County is a great place to work. We offer a family friendly environment and great benefits. Check out our website to learn more and see the full job descriptions. Applications may be downloaded at www.greencountyva.gov. Applicants must attach a cover letter and resume to the completed County application. Applications may be e-mailed to lroach@gcva.us or mailed to HR County Administrator's Office, P.O. Box, 358, Stanardsville, VA 22968. Open until filled. EEO, AA, M/F/H/V employer.

Custodian

FLSA Status: *Non-Exempt*

General Definition of Work

Performs semiskilled work cleaning in an assigned area or areas to provide the proper building sanitation by following prescribed cleaning frequencies, and related work as apparent or assigned. Work is performed under the moderate supervision of the assigned supervisor.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.

Essential Functions

Removes and disposes of trash; sweeps and dust mops; performs high and low dusting, wet mopping, vacuuming and spot cleans carpets; sanitizes restrooms; cleans glasses, mirrors and fixtures; restocks soap dispensers and paper supplies; sanitizes drinking fountains; cleans walls, vents, chalkboards and baseboards.

Responds to a variety of requests from staff which includes but is not limited to: setting up for meetings, moving furniture, unloading and storing deliveries.

Responds to accidents or potential safety hazards such as spills, restroom problems, etc.

Refinishes or restores resilient floor tile as required by mechanical stripping, sealing, finishing, spray buffing, scrubbing and recoating.

Maintains carpet by machine extraction, spotting and bonnet cleaning.

Performs other duties as requested.

Knowledge, Skills and Abilities

General knowledge of building cleaning practices, supplies, and equipment and ability to use them economically and efficiently; ability to understand oral and written directions; ability to read and write; physical ability to perform heavy manual work; ability to work independently; ability to establish and maintain effective working relationships with associates and the general public.

Education and Experience

High school diploma or GED and minimal experience in building cleaning, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires speaking or hearing, using hands to finger, handle or feel and reaching with hands and arms, frequently requires standing, walking, pushing or pulling and lifting and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, tasting or smelling and repetitive motions; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires visual inspection involving small defects and/or small parts, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to the risk of electrical shock and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Valid driver's license in the Commonwealth of Virginia.