

CITY OF BELMONT
PARKS AND RECREATION CUSTODIAN
RECREATION CENTER

Salary Grade 8: Minimum \$32,448 – Maximum \$48,672

GENERAL STATEMENT OF DUTIES: We are looking to hire a hard-working custodian who can maintain the cleanliness and safety of our brand-new City Recreation building. This employee will be responsible for all cleaning duties including vacuuming, mopping, scrubbing restrooms with soapy water, and shampooing carpets, in addition to maintenance tasks such as replacing light bulbs and emptying trash. The ideal candidate has a great work ethic, experience with cleaning equipment and supplies, and takes pride in a job well done.

DISTINGUISHING FEATURES OF THE CLASS: This position will maintain daily and weekly routine cleaning, and periodic general cleaning and special cleaning of the City Rec building. This employee will assist with special events and other job-related duties as needed. The work is performed under the direction of the Recreation Center Director and is reviewed for results obtained and consistency with departmental policy.

ESSENTIAL JOB FUNCTIONS:

- Maintain the cleanliness and safety of the building.
- Vacuum carpets, mop floors, scrub restrooms, dust furniture, and empty trash cans daily
- Clean windows, shampoo carpets, replace light bulbs, stock, and supply restrooms, and perform minor repairs regularly.
- Wipe up spills and other hazards with sponges and squeegees.
- Secure the building by locking doors once cleaning is complete.
- Write reports of areas cleaned and notify the director of major repairs.
- Perform and document routine inspections and maintenance activities.
- Perform other duties as assigned by supervisor.

JOB RELATED PHYSICAL ACTIVITY REQUIREMENTS: This position involves work requiring the employee to occasionally exert up to 50 pounds of force and less force frequently to move objects. Physical activity related to this position may include climbing, stooping, kneeling, crouching, crawling, reaching, standing, walking, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Using proper chemicals and supplies to ensure the building is maintained to the high standards; Reading proficiency to read and comprehend written instructions, labels on cleaning compounds, MSDS data sheets on other notices; Knowledge of safety and bloodborne protocols; Commitment to providing quality service to the City Rec facility; Ability to interact positively and constructively with coworkers, supervisors, contractors, and general public members with diverse cultural and socio-economic backgrounds; Ability to work independently.

ACCEPTABLE EXPERIENCE AND TRAINING: Graduation from high school or GED and at least one years' experience in janitorial services. Driver's License preferred.

Pre-Employment Drug Screening is required.

APPLY: Submit application with resume online <https://www.cityofbelmont.org/jobs/> or mail application and resume to: City of Belmont, Attn: HR Dept., PO Box 431, Belmont, NC 28012.

Equal Opportunity Employer

Position Open Until Filled