



JOB POSTING

CUSTODIAL

Building & Grounds

JOB SUMMARY:

Responsible for cleaning assigned areas of the Taney County Courthouse and Judicial Facility

RESPONSIBILITIES AND DUTIES

- Vacuuming
- Cleaning restrooms/deep cleaning as time allows
- Empty inside and outside trash
- Responsible for cleaning floors; sweeping, mopping and buffing as needed
- Wash inside and outside of windows
- Dust and clean baseboards and walls
- Shampoo Carpets
- Close courthouse

REQUIREMENTS

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily
- Must demonstrate an ability to work with others in the department and with employees in all departments
- Must be a self -starter with good organizational skills
- Attention to detail
- Ability to speak effectively before customers or employees
- Must be able to pass a background check and drug test
- High School Diploma or GED

STATUS: Full Time, Monday- Friday; 5:00PM-1:00AM

SALARY: \$14.00

Applications will be accepted until position is filled

Taney County is a substance free, Equal Employment Opportunity Employer (EEOE).

Applications can be obtained at www.taneycounty.org.

For information, please call (417) 546-7285.