



## **WALLER COUNTY MAINTENANCE DEPARTMENT**



### **Job Announcement:**

<b>Position Title:</b>	<b>CUSTODIAN</b>
<b>FULL-TIME</b>	<b>\$15.00 PER HOUR</b>

### **Duties and Responsibilities**

Performs general, routine custodial duties, to include dusting, mopping, vacuuming, cleaning restrooms, and restocking paper and soap supplies.

1. Performs routine maintenance to custodial equipment and supplies.
2. Empties trash receptacles, disposes trash into compactors and/or dumpsters, and bags trash for proper disposal.
3. Unlocks doors, ensuring doors are locked after cleaning areas.
4. Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
5. Performs cleaning functions specific to the assigned facilities and/or based on seasonal/project requirements.
6. May provide vendors with access to areas for cleaning and may answer basic questions. May report issues with vendors to supervisor.
7. Performs miscellaneous job-related duties as assigned.
8. Sanitizing of all common areas

### **Knowledge, Skills and Abilities Required**

- Ability to understand verbal instructions.
- Ability to understand and follow safety procedures.
- Ability to operate vacuums and other related equipment.
- Ability to safely use cleaning equipment and supplies.
- Ability to use hand and power tools applicable to trade.
- Ability to lift and manipulate heavy objects.
- Ability to read, understand, follow, and enforce safety procedures.
- Ability to understand written and verbal communications.

### **Distinguishing Characteristics**

Position requires: a) use of power equipment to buff and restore floors and shampoo carpets; b) regular and routine dusting, mopping, vacuuming, emptying trash and cleaning restrooms; and c) routine maintenance to custodial equipment. Sanitizing of all common areas

### **Minimum Job Requirements**

Graduation from High School or General Education Development (GED) Certificate.

Must pass a pre-employment criminal background check.

Valid Driver's License

Knowledge of operation and maintenance requirements of equipment

Knowledge of traffic laws, ordinances and rules involved in light equipment operations

Knowledge of occupational hazards and standard safety practices, also the operation and maintenance requirements of power driven equipment

### **Working Conditions:**

Field environment; traveling from site to site, working closely with others; exposure to dirt, noise, and dust; confined work places, slippery and uneven surfaces, extremely loud noises and hazards conditions

Applications are available at the Waller County Maintenance Department 926 Bremond Street, Hempstead, TX 77445 or Waller County website at [www.co.waller.tx.us](http://www.co.waller.tx.us)

Waller County is an equal opportunity employer and does not discriminate based on race, color, religion, age, sex or handicap.

Return application by mail Maintenance Department 836 Austin Street, Suite 117 Hempstead, TX 77445 or by email

[b.knight@wallercounty.us](mailto:b.knight@wallercounty.us).