

# TOWN OF SOMERS POSITION OPENING CUSTODIAN

**Reply to:**

600 Main Street  
Somers, CT 06071  
(860) 763-8228 - Fax  
[opsmanager@somersct.gov](mailto:opsmanager@somersct.gov)

Qualified applicants may express their interest by submitting a completed application, and cover letter by July 13th.

## **POSITION**

**JOB:** Part Time Custodian

**JOB DESCRIPTION:** Perform routine work keeping buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, shampooing rugs, washing walls and glass, and removing rubbish. Duties also include tending furnace and boilers, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk.

## **Tasks**

- Clean building floors by sweeping, mopping, scrubbing, or vacuuming them.
- Gather and empty trash.
- Service, clean, and supply restrooms.
- Clean and polish furniture and fixtures, dust furniture, walls, machines, and equipment.
- Clean windows, glass partitions, and mirrors.
- Make adjustments and minor repairs to heating, cooling, ventilating, plumbing, and electrical systems.
- Drive vehicles required to perform or travel to Town buildings, including cars, trucks...
- Move heavy furniture, equipment, and supplies, either manually or by using hand trucks.
- Mow and trim lawns and shrubbery, using mowers and hand and power trimmers.
- Notify managers concerning the need for major repairs or additions to building operating systems.
- Remove snow from sidewalks, driveways, and parking areas, using snowplows, snow blowers, and snow shovels, and spread snow melting chemicals.
- Set up, arrange, and remove decorations, tables, chairs, and ladders to prepare facilities for events such as banquets and meetings.

**KNOWLEDGE, SKILLS, and ABILITIES REQUIRED:** Cleaning materials and methods and the proper use of chemicals and materials in cleaning; safety practices and sanitary procedures; proper lifting techniques; rules, regulations, and procedures to properly dispose of cleaning fluids, and chemicals.

**PAY RATE:** \$12.00 - \$14.00 per hour.

**SCHEDULE:** 20 Hours per week: Mondays – Fridays 6:00am to 10:00am

## **MINIMUM QUALIFICATIONS:**

- Graduation from High School or equivalent
- Pass Pre-Employment Drug Screening
- Clean Driving History
- Able to Properly Operate Hand and Light Power Tools
- Be able to work efficiently for long periods of time all hours of the day