



CAREER OPPORTUNITY

Job Title: Custodian II
Department: Facilities Management
Reports To: Director of Facilities
Location: 157 N. Main St. Suite 057, Edwardsville, IL 62025
Starting Salary: Madison County AFSCME Pay Step Plan Grade 3- \$16.34/hr
Hours of Work: Monday – Friday, 7:00 a.m. – 3:00 p.m.
Closing Date: December 11, 2018

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE:

- A high school diploma or equivalent.
- One (1) year related experience
- Possession of a valid Illinois State driver's license.
- Madison County, IL residency requirements must be met within 6 months of hire

EXAMPLES OF DUTIES AND RESPONSIBILITIES

- unlocks doors
- cleans and stocks rest-rooms
- collects and delivers supplies; assists in moving furniture
- maintains appearance outside of buildings - mows grass, shovels snow, rakes leaves, cleans glass, sweeps walks, clears debris, etc.
- cleans and maintains various County equipment; cleans air conditioners and filters
- locates and replaces light bulbs
- inventories and re-stocks cleaning supplies, records and maintains file of supplies used
- sweeps, mops, vacuums, waxes and buffs floors; operates various cleaning equipment; collects and disposes of refuse
- reports maintenance issues to Facilities Management Administrative Personnel
- performs various recycle duties
- performs other jobs or special projects as needed
- performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above

Qualified individuals please submit applications to:

Rob Schmidt- Madison County Director of Facilities, 157 N. Main St, Suite 057, Edwardsville, IL 62025 or e-mail to Jobs@co.madison.il.us

Visit <http://www.co.madison.il.us/jobs> for application and full posting.