



Position Vacancy Announcement
Today's Date: 07/17/2020 Posting #: 1202068
Job Title: Custodian
Division/Department: Facilities Management
Location: 100 W. 23rd Street
Starting Salary: \$26,631
Status: Regular, Full-Time with Benefits

Position Overview:

This is custodial work at the full performance level. Work involves the cleaning of buildings and surrounding grounds.

Examples of Work Performed:

- Sweeps, mops, scrubs, waxes and polishes floors and furniture.
- Washes windows, screens, sills, woodwork, doors, walls and ceilings.
- Cleans lavatories; replaces lavatory supplies; gathers and disposes of trash and waste paper.
- Makes minor repairs and adjustments to cleaning equipment and reports damage requiring major repairs.
- Secures premises (locks windows, doors, re-sets alarm system, etc.) at end of shift.
- Performs other duties as required.

Key Attributes:

- Ability to learn the materials, methods and practices used in cleaning operations.
- Ability to learn the operation and care of vacuum cleaners, scrubbing, waxing and polishing machines and other janitorial equipment.
- Ability to understand and follow simple oral and written instructions.
- Ability to exercise care in the use of cleaning materials for different types of building surfaces.

Ability to work harmoniously with associates and others

Required Education & Experience:

- Completion of eighth grade
- One-year experience in cleaning and janitorial work.
- Or, any equivalent combination of education and experience.

Special Requirements:

- Not Applicable

Interested applicants may submit their resume via email resumes@oedworks.com.

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