JOB OPENING (JOB CODE: IT012)

[JOB TITLE:] Custodian  [SALARY RANGE:] $12.02-$15.03/hour

[CONTACT:] Human Resources Dept., 2701 S. Chase Avenue, Milwaukee, WI 53207

[LOCATION:] Milwaukee, WI

[STATUS:] Full Time  [TERM:] Regular

[CLOSING DATE:] Until Filled  [APPLICATION DEADLINE:] Until Filled

[NUMBER OF OPENINGS:] 1  [JOB TYPE:] Internal/External

[SUMMARY:] Under the direct supervision of the Building Maintenance Supervisor, this position performs janitorial duties at one or multiple work sites.

[JOB DUTIES:]
1) Empty wastebaskets and garbage containers.
2) Remove snow and debris from sidewalks and parking areas around buildings.
3) Dust furniture and equipment weekly.
4) Sweep and vacuum floors daily.
5) Clean bathrooms daily.
6) Mop, wax and buff floors weekly.
7) Wash sills and floorboards weekly.
8) Wash windows weekly.
9) Set up tables and chairs in halls and meeting rooms.
10) Notify management regarding need for major repairs or additions to lighting, heating and ventilating equipment.
11) Cut and trim grass and shrubbery around buildings using hand tools and power equipment.
12) Train and supervise work experience participants.
13) Perform special projects and other related duties as needed, attend meetings, and workshops, as assigned.

[QUALIFICATIONS:]
1) Knowledge of cleaning materials and compounds.
2) Ability to operate cleaning equipment, i.e., floor buffer, vacuum cleaner, etc.
3) Ability to perform light physical labor with occasional lifting of at least 40 pounds.
4) Demonstrated ability to receive and accept written and verbal instruction and direction.
5) Ability to read and accurately follow written instructions on supplies containers, equipment manuals, and product literature.
6) Ability to correctly interpret and use devices and tools for measurement, such as tape measures, volume measurement containers, and time clocks.
7) Ability to perform simple computations correctly, i.e., addition, subtraction, division, such as calculating spatial area.
8) Ability to work with minimal supervision; ability to relate to other employees and UMOS clients in providing a clean, safe and comfortable working environment.
9) Able to work irregular hours.

[CONDITION OF EMPLOYMENT:] Employment with UMOS is contingent upon successful completion of a criminal background check prior to employment.

CLICK HERE TO APPLY FOR THIS JOB.

Equal Opportunity Affirmative Action Employer

04/29/21