

Library Custodian

FT/PT:

Part Time

Hours:

Every other day, 2 hours per day (14 hours per pay period)
Work must be performed when the library is closed.

Salary:

\$15.00/hour

Position Description:

The Silvis Public Library is seeking a team member to perform janitorial and other miscellaneous duties to ensure that the building is maintained in a healthy, safe and sanitary manner. This is a part-time position [two hours every other day, fourteen hours total per pay period].

Duties:

- Clean and disinfect restrooms including all fixtures, mirrors and floors.
- Empty waste baskets and recycling into appropriate disposal areas.
- Vacuum carpeted areas.
- Dust library materials shelves on a routine basis.
- Mop floors as needed.
- Clean glass sliding doors when needed.
- Clean glass-enclosed study rooms, as needed.
- Wipe off/dust furniture as needed.
- Dust windowsills.
- Scour sinks in staff breakroom, meeting room and public restrooms.
- Notify Library Clerk - Cataloger when supplies are needed.

Qualifications:

- MUST have the ability to reach, bend, stoop and lift up to 40 pounds.
- High school diploma or GED.
- Minimum of two (2) years maintenance/janitorial experience preferred.
- Knowledge of standard cleaning procedures, chemicals, products, and equipment.
- Reads, understands, writes legibly, and speaks articulately in English.
- Access to transportation.

Please submit cover letter and resume via email by Midnight, June 7th, to rcarter@silvislibrary.org.
Position will remain open until filled.