



EMPLOYMENT POSTING

Custodian

Posting Date: Thursday, August 8, 2019

Closing Date: Friday, August 23, 2019

Department: Facilities
Supervised by: Fire Chief
Bargaining Unit: Non-Union
Status: Part-Time
Starting Pay: \$12.50 per hour

The City of Mason is currently accepting applications for the position of part-time Custodian. Under the supervision of the Mason Fire Chief, the Custodian is responsible for maintaining Mason City Hall with a commitment to building upkeep and an eye to detail; reliability and thoroughness as well as pride in the external and internal appearance of the facility is essential. This position will be approximately 20 hours per week with flexible work days and hours typically beginning in the late afternoon through the evening.

Education/Requirements:

High School diploma or the equivalent is preferred, valid Michigan Vehicle Operator's License with good driving record. Ability to verbally communicate with other staff and take directions. Possess work experience as custodian, janitor, or a similar role. Solid working knowledge of industrial cleaning equipment and appliances and how to maintain them. Detail oriented and conscientious. Must be able to pass detailed background check and get finger printed.

How to Apply:

To apply, submit a letter of interest, resume, and a completed City of Mason Application for Employment to: HR Department, Mason City Hall, 201 West Ash Street, Mason MI 48854. Include "Custodian" on the envelope. The job posting, job description, and Application for Employment can be accessed at: www.mason.mi.us. Application materials may also be sent to sarahj@mason.mi.us. Include "Custodian" in the email subject line or heading. This posting will close at 5:00 p.m. Friday, August 23, 2019.