

LIST OF CURRENT JOB OPENINGS IN WEBER COUNTY CORPORATION. PLEASE DISTRIBUTE TO PERSONS IN YOUR AGENCY
CONCERNED WITH JOB RECRUITMENT AND PLACEMENT

<u>JOB TITLE</u>	<u>SALARY</u>	<u>ISSUE</u>
JANITOR	\$8.05/HR	03-27-2015

WEBER COUNTY OPERATIONS - FULL-TIME WITH BENEFITS

JOB SUMMARY Under close supervision of an administrative superior, performs a variety of semi-skilled and unskilled custodial and minor maintenance work involving County facilities.

MAJOR DUTIES (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.)

May perform the following specific duties: Performs general janitorial duties including cleaning offices, cleaning restrooms, trash, etc. Organizes and maintains equipment and cleaning products used by the janitorial crews. Requests cleaning products and supplies through supervisor. Performs a variety of custodial work including sweeping, mopping, scrubbing, washes windows, screens, sills, woodwork, doors, desks, walls, and ceilings. Cleans and sanitizes restrooms; dusts and vacuums rooms; collects trash and disposes of waste. Locks and unlocks doors and reports other repairs needed to a supervisor. Cleans, maintains, and stores tools and equipment. Performs related work as required.

MINIMUM QUALIFICATIONS No minimum education level set, AND No experience required.

Ability to organize and prepare work area; Ability to work with a minimum of direct supervision and complete tasks in timely manner as scheduled; ability to learn the methods, materials and equipment used in cleaning and building maintenance work; ability to perform moderately strenuous manual labor for extended periods of time; ability to follow written and verbal instructions; ability to establish and maintain effective working relationships with employees, other departments, and the general public.

SPECIAL QUALIFICATIONS Must possess a valid Utah Driver's license and have a good driving record to transport equipment in County vehicles. Must be adaptable to changing work hours as shift hours may be changed. Must be able to move and lift carpet cleaning equipment which weighs no more 80 pounds.

TOOLS AND EQUIPMENT USED Washers, vacuum, mops, broom, and dusting equipment.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 80 pounds. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work environment will be Weber County office facilities and other buildings. Requires the ability to stand for almost the entire shift. This particular shift begins between 6:00 a.m. and 2:30 p.m., Monday through Friday. While performing the duties of this job, the employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and toxic chemicals. The employee is occasionally exposed to risk of electrical shock. The noise level in the work environment is usually quiet.

POSITION CLOSES April 10, 2015

APPLICATION AVAILABLE AT www.co.weber.ut.us AND MUST BE SUBMITTED TO:

Weber County H.R., 2380 Washington Blvd., 3rd Floor, Suite 340, Ogden, Utah 84401

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - DRUG & BACKGROUND TESTING REQUIRED