Job Opening

Job Title: Custodian
(Full-time with benefits)

ANTICIPATED SALARY RANGE: $31,200 - $36,878; Actual pay will be DOE/DOQ and available funding.

JVA#: 2023-07 DEPARTMENT: Public Works POSTED: June 9, 2023

POSITION SUMMARY: Works under the immediate supervision of the Signalization and Maintenance Supervisor, and receives day-to-day work assignments and direction from the Custodian Crew Leader. The general purpose of this position is to perform various skilled and unskilled tasks in the custodian care and maintenance of Town buildings, facilities, and grounds. Some of the functions of the position may include but are not limited to: cleaning floors, garbage removal, cleaning and sanitizing a variety of areas to the interior and exterior of town facilities, and maintaining current skills and knowledge in the proper and safe techniques of building maintenance and custodial care. In addition, this position requires the availability to work occasional evenings and/or weekends as assigned. May be expected to work hours more than normally scheduled in response to short-term department needs and/or Town-wide emergencies.

➔ A Position Description and Additional Information may be found on the Town of Wytheville’s Employment Opportunities webpage at https://www.wytheville.org/employment.

MINIMUM DESIRED QUALIFICATIONS: High School diploma or GED; or any combination of experience and/or training demonstrating the knowledge, skills, abilities, and/or experience to perform the work successfully. Knowledge/Skills/Abilities: Ability to learn proper techniques and use of custodial services equipment, materials, and supplies; ability to work independently and to complete daily activities according to work schedule; ability to lift heavy objects and walk, stand, and bend for extended periods; ability to establish effective working relationships; must be dependable; and demonstrate adherence to protocols that support a safe and healthy work environment. PREFERRED QUALIFICATIONS: Experience in Custodial services and working knowledge of equipment and supplies for minor repairs. Skill in the operation of listed tools and equipment. Some knowledge of first aid and applicable safety precautions. Knowledge of chemical solutions/materials relevant to cleaning.

HOW TO APPLY: Applicants must complete an Employment Application to be considered for a Town job opening. Employment applications are available online at https://www.wytheville.org/docs/general/employment-application.pdf, or by visiting the Lobby of the Town of Wytheville Municipal Building at 150 E. Monroe St., Wytheville, VA and obtaining an application packet. Please submit a completed application by mail to Department of Human Resources, Town of Wytheville, P.O. Box 533, Wytheville, VA 24382; by fax at 276-223-3453; or via email to: human.resources@wytheville.org.

CLOSING DATE: Position is posted open until filled. Review of applications begins immediately and will continue until the position is filled or the posting is cancelled.

The Town of Wytheville is an Equal Opportunity Employer