

**GRIMES COUNTY PERSONNEL DEPARTMENT
P.O. BOX 230 ANDERSON, TEXAS 77830
(936)873-4401
INTERNAL/EXTERNAL COUNTY OPENING**

Job Title: Maintenance/Custodian Part-Time
Department: Building Maintenance
Grade: 1
Date Posted: 11/01/2021
Salary Range: \$12.00
Closing Date: Until filled

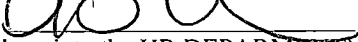
Position Summary

The Maintenance/Custodian 1 position performs a variety of janitorial duties that requires knowledge of chemicals, application of chemicals in the right format, and how to use them safely. Must have a very strong time management aptitude. This position also must have a thorough knowledge of departmental operations so that it can ensure the cleanliness of county buildings and grounds.

Experience/Skills

- Basic janitorial skills
- Ability to time manage and work with interruptions
- Basic Computer Skills
- Ability to prioritize janitorial needs
- 1 year of experience in related custodial position preferred

INTERESTED EMPLOYEE CANDIDATES SHOULD CONTACT HUMAN RESOURCES TO PROCEED WITH THE INTERVIEW PROCESS. THOSE CANDIDATES WHO RECEIVE APPROVAL SHALL BE CONTACTED BY LUCY POPE, HR DIRECTOR TO OBTAIN FURTHER INFORMATION.

HR Director: 
(Turn applications into the HR DEPARTMENT)

Date 11/9/2021