



# CITY OF SELMA JOB POSTING

**POSITION: Custodian**

**DEPARTMENT: Public Buildings**

**LOCATION: City Hall**

**STATUS/SCHEDULE: Regular, Part –Time/ Full Time**

**OPENING DATE: July 3<sup>rd</sup> 2022**

**CLOSING DATE: Until Filled**

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## **Job Summary**

Under supervision of the director, maintains upkeep and appearance of City Hall, will perform daily cleaning duties such as dust furniture, and equipment, wash windows, walls and wood work, vacuum, sweep and mop floors, cleaning restrooms and offices, remove cobwebs, despoils of refuse and trash. Replenish cleaning products as needed. Reports damaged and or broken items or objects. Performs other related tasks concerning the up keep of City Hall

## **Credentials and Experience**

High school diploma or GED

## **Working hours:**

**\*\* This position involves working 10hours per week. Will be required to work flexible hours including evenings and weekends as needed. Will be required to rotate to other public buildings. \*\***

**Applications are available in the personnel Department at City Hall located at 222 Broad Street, Selma, AL 36701 Office hours are Monday –Friday from 8:30 a.m. to 4:30 p.m.**