



Apollo Career Center is accepting applications for the position of:

## **CUSTODIAN (2<sup>nd</sup> or 3<sup>rd</sup> Shift)**

<b>STARTING DATE:</b>	October 2024
<b>REPORTS TO:</b>	Facilities and Grounds Manager
<b>SALARY RANGE:</b>	\$32,500 - \$44,000 based on experience
<b>BENEFITS:</b>	<ul style="list-style-type: none"> <li>• medical/dental Insurance</li> <li>• life insurance</li> <li>• vacation, sick and personal leave</li> <li>• uniforms</li> </ul>
<b>WORK WEEK/YEAR:</b>	253-day year-round calendar, 40 hours per week, overtime available
<b>MINIMUM QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• ability to pass criminal background checks</li> <li>• ability to perform work associated with daily cleaning of buildings</li> <li>• ability to operate basic mechanical cleaning equipment</li> <li>• ability to climb ladders and learn how to operate a lift</li> </ul>
<b>RESPONSIBILITIES:</b>	<ul style="list-style-type: none"> <li>• sweep, clean and scrub floors on a regular basis</li> <li>• scrub and clean restroom fixtures and keep restrooms stocked with supplies</li> <li>• dust properly and regularly throughout assigned areas</li> <li>• empty waste receptacles and remove materials daily, more often if indicated</li> <li>• police exterior of buildings and parking lots and pick up/remove waste material whenever present</li> <li>• notify supervisor of equipment and facilities needing repair or replacement</li> <li>• replace light bulbs as necessary</li> <li>• paint areas as necessary</li> <li>• set up rooms for conferences/lectures</li> <li>• move furniture and equipment as necessary</li> <li>• remove ice/snow from entryways and sidewalks</li> </ul>
<b>MATERIALS TO SUBMIT:</b>	Application (available at: <a href="https://www.apollocareercenterhs.com/jobs-at-apollo/">https://www.apollocareercenterhs.com/jobs-at-apollo/</a> )
<b>APPLICATION DEADLINE:</b>	Until filled
<b>APPLY TO:</b>	Nick Michel, Facilities and Grounds Manager Apollo Career Center 3325 Shawnee Rd. Lima, OH 45806-1454 Phone: 419-998-2907 Email: <a href="mailto:nick.michel@apollocc.org">nick.michel@apollocc.org</a>