



## VACANCY ANNOUNCEMENT

**Job Title:** Custodian (2 Vacancies)

**Open Date:** June 13, 2022

**Closing Date:** Open till filled

**Salary:** \$ 29,527 annually

**Job Type:** Full-time with benefits

**NOTE:** Full-time is 40 hours per week. The work hours for these positions may vary from a regular 8:00-5:00, Monday through Friday schedule due to workload and what is best for the department.

**Department:** Parks & Recreation/The Station at Central Park

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### JOB SUMMARY

To maintain and clean City buildings and facilities including outdoor areas as assigned.

**Education:** High school diploma or equivalent (GED)

**Experience:** No experience required

**Certificate or License:** Possession of, or ability to obtain, a valid Oklahoma driver's license

**Duties include but are not limited to:**

- Sweep, mop, scrub, wax, strip, and polish floors; vacuum carpets.
- Wash windows and walls; clean desks, tables, and countertops; dust and polish furniture, woodwork, fixtures, and equipment; empty and clean receptacles.
- Clean and disinfect restrooms; replenish and maintain restroom supplies.
- Replace lights; adjust shades and blinds; regulate ventilation and temperature.

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Application and additional information can be found at <https://www.cityofmoore.com/departments/jobs>.

After completing your application, mail or bring it to City Hall at 301 N Broadway, Moore Oklahoma 73160

**NOTE:** Selected applicants must pass a background investigation and drug screen.

**City of Moore is an Equal Opportunity Employer**