

JOB OPENING CHATTOOGA COUNTY CUSTODIAN

The County Custodian is responsible for maintaining the cleanliness, sanitation, and general upkeep of county buildings and facilities. This position ensures a safe, clean, and welcoming environment for employees and the public by performing routine cleaning and minor maintenance tasks.

Essential Duties and Responsibilities:

- Sweep, mop, vacuum, and polish floors in offices, hallways, restrooms, and public areas.
- Clean and sanitize restrooms, including sinks, toilets, mirrors, and fixtures.
- Empty trash and recycling containers and replace liners.
- Dust and clean furniture, windows, blinds, and other surfaces.
- Replenish supplies such as soap, paper towels, and toilet paper.
- Perform minor maintenance tasks such as changing light bulbs and reporting repair needs.
- Lock and unlock buildings as required; ensure security of facilities.
- Assist with setting up rooms for meetings or events (tables, chairs, equipment).
- Respond to emergency clean-up situations (e.g., spills, accidents).
- Follow safety procedures and use cleaning chemicals properly.
- Maintain cleaning equipment and report any malfunctions.

Qualifications:

- High school diploma or GED preferred.
- Previous custodial or janitorial experience is a plus.
- Ability to operate cleaning equipment (e.g., buffers, vacuums).
- Knowledge of cleaning chemicals and safe handling practices.
- Ability to work independently and follow instructions.
- Physical ability to lift up to 50 lbs., stand for long periods, and perform repetitive tasks.

Work Environment:

- Work is performed indoors and occasionally outdoors.
- Exposure to cleaning chemicals, dust, and potentially biohazards.
- Full-time position that may require evening or weekend shifts depending on facility needs.

A complete list of duties and requirements along with a job application may be picked up in the Chattooga County Commissioner's Office located at 10102 Commerce St., Summerville, GA 30747.