

Position available in the Department of Public Works:
Part Time Custodian/Maintenance & Repair

Applicant for this position must have knowledge of building maintenance and cleaning practices, supplies, and equipment. The Part Time Custodian will work Monday – Friday from 6:00AM-11AM. Salary for this position is \$20/hr. The successful candidate must pass a background check, pre-employment physical and a drug test. Send resume, cover letter, and Borough Application to Human Resources, Borough of Eatontown 47 Broad St. Eatontown, NJ 07724 or via email at hr@eatontownnj.com. Equal Opportunity Employer. The job description is below.

DEFINITION:

Under supervision of the Division Manager of Borough Buildings, performs building maintenance and repair tasks in municipal plant operations.

EXAMPLES OF WORK:

Sweeps, mops, and polishes floors.

Washes walls, windows and woodwork.

Dusts, polishes, arranges or moves furniture.

Replaces light bulbs.

Unstops and cleans lavatories.

Does repairs and maintenance.

Does related work as required.

Performs other duties as assigned.

REQUIREMENTS:

Education:

Possession of a High School Diploma or equivalent.

Experience:

Appointees are required to possess a valid New Jersey driver's license in order to perform essential duties of this position.

KNOWLEDGE AND ABILITIES:

Knowledge of building maintenance and cleaning practices, supplies, and equipment.

Ability to perform semi-skilled maintenance and repair tasks without immediate supervision.

Ability to comprehend, remember, and carry out written and oral instructions and directions.

Ability to read, write, speak and understand English sufficiently to perform the duties of this position.

Ability to understand and observe rules, regulations and policies of the Borough of Eatontown.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations.