



7500 South 2700 East Salt Lake City, Utah 84121
801 943-3190 Fax 801 943-3595

**POSITION OPENING
CUSTODIAL SITE SUPERVISOR**

SPECIAL WORKING CONDITIONS: Non-seasonal, part-time, up to 29 hours per week; flexible hours including evenings, weekends, and some holidays.

SALARY: \$11.10 – 12.00 per hour, entry level

QUALIFICATIONS:

- Knowledge of basic cleaning techniques and maintenance procedures.
- Previous cleaning/janitorial experience helpful.
- Understanding of related safety and OSHA requirements.
- Approved Criminal Background Investigation check if over 18 years if age.
- On job training available
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POSITION PURPOSE:

Responsible for cleaning and maintaining the Center building, equipment, fixtures, and furnishings. Performs routine maintenance including vacuuming, sweeping, and mopping floors; dusting; washing walls, doors, and windows, and emptying trash.

ESSENTIAL FUNCTIONS AND BASIC DUTIES:

1. Vacuums, sweeps, and mops floors.
2. Washes and dusts walls, tables, doors, light fixtures, and windows.
3. Cleans and disinfects toilets, urinals, showers, tile floors, and other fixtures.
4. Fills soap, toilet paper, and towel dispensers regularly.
5. Empties trash containers as needed. Maintain waste receptacles in a clean and pleasant manner.
6. Picks-up litter (inside and outside) as necessary.
7. Set up rooms, etc. for meetings.
8. Performs miscellaneous cleaning and specially requested tasks as assigned.

RETURN APPLICATIONS TO ALI PHILLIPS, ADMINISTRATION OFFICE

aphillips@cottonwoodheights.com

Position Open Until Filled

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