

NOTICE OF EMPLOYMENT

The Village of Cimarron is accepting applications for a part time Janitorial Position.

Janitorial Position

- ❑ High School Diploma or GED
- ❑ Must have knowledge and experience in cleaning and sanitizing for Covid Safe Practices
- ❑ Must have the ability to perform routine maintenance and minor repairs to the facilities
- ❑ Candidate will be subject to a complete background check along with a drug and alcohol test

Daily Tasks for Public Restroom Facility & Office:

1. Stock paper towels, tissue, and hand soap
2. Empty sanitary napkin receptacles and wipe with a disinfectant.
3. Empty trash receptacles and wipe if needed.
4. Clean and polish mirrors.
5. Wipe towel cabinet covers.
6. Toilets and urinals to be cleaned and sanitized inside and outside.
7. Toilet seats to be cleaned on both sides using a disinfectant.
8. Scour and sanitize all basins. Polish bright work.
9. Dust partitions, top of mirrors, and frames.
10. Remove splash marks from walls around basins.
11. Mop and rinse restroom floors with a disinfectant.
12. Vacuum and Dust the facility
13. Inspect and pick up, as needed, including outside of buildings and entrance areas.

Pay can negotiated upon evaluation of experience. Applications may be requested by calling Village Hall at 575-376-2232 or by email at attention Shawn Jeffrey, Administrator at villageadmin@villageofcimarron.net. Resumes and letter of interest can accompany application. Applications will be accepted until position is filled. The Village is an equal opportunity employer and complies with the American Disability Act Requirements.

Shawn Jeffrey

Shawn Jeffrey
Village Administrator