

# CITY OF GRANGER JOB DESCRIPTION

TITLE: Custodian  
REPORTS TO: Public Works Director  
STATUS: Part-time, Non-Exempt  
DATE: Updated February 2021



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## **SUMMARY DESCRIPTION:**

Assumes responsibility for the cleaning and maintaining of City facilities.

**HOURLY PAY:** \$15.00 per hour

## **DUTIES AND RESPONSIBILITIES:**

1. Clean and maintain Community Center, and Park facilities, according to established schedules.
2. Clean park shelter house before and after rentals.
3. Check community center and clean as needed after weekend rentals following the community center staff checklist for cleaning.
4. Monitor supplies and advise Public Works Director when supplies are needed.
5. Provides clear communication and updates to the Parks and Recreation Director if any damages or additional clean up needed for the Community Center or Park Shelter.
6. Position requires outdoor work where heat, cold, precipitation, and the results of weather and nature may be encountered.
7. Position requires travel within the City which imposes common travel hazards.
8. Standard work hours will vary from 5 to 15 hours per week to meet the needs of the department and will include evenings and weekends.

## **QUALIFICATIONS:**

1. Minimum age 18.
2. Flexibility in scheduling to meet all required duties and responsibilities.

*I acknowledge that I have read and understand the above job description in its entirety and am capable of performing all of the stated requirements.*

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*Employee Signature*

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*Date*