



**Human Resources Department**

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**Job Title:** CUSTODIAN  
**Salary Grade:** 54  
**Starting Salary Range:** \$18,998 - \$19,948  
**Appointment Type:** Regular, Full-Time  
**Location:** Franklin County Maintenance, Louisburg, NC  
**Posting Date:** March 5, 2010  
**Closing Date:** March 19, 2010  
**Number of Positions:** 1

**General Description of Work**

Employees in this class perform general housekeeping and maintenance work in the County's buildings. Work of employees involves contact with the public using the courthouse and county facilities and requires tact and courtesy in responding to requests. Employees are subject to hazards in property maintenance work including working in both inside and outside environments and exposure to cleaning solutions. Duties may also expose the employees to human body fluids and thus the work is subject to the OSHA requirements on bloodborne pathogens. Work is performed under regular supervision of the Maintenance Director.

**Essential Duties and Tasks**

Cleans walls, windows, and blinds.

Cleans bathrooms; scrubs lavatory and toilet fixtures and mirrors and replaces or restocks tissue and paper towel supplies and soap dispensers throughout the day as needed or at night; checks bathrooms regularly throughout the day and cleans or restocks as needed or upon request.

Vacuums public areas and offices following weekly schedule.

May sweep sidewalks, pick up trash outside, and empty trashcans.

Sweeps and mops hallways; and dusts furniture such as tables, desks, bookcases, filing cabinets, etc. in assigned areas; uses furniture polish occasionally to clean furniture.

Cleans glass doors and mirrors daily depending on traffic and need.

Empties trash containers and replaces liners as need dictates, cleans ash trays, and straightens public areas; hauls trash outside to the dumpster or collection area.

Removes trash from parking lots around buildings.

Uses tools and equipment such as vacuum cleaners, brooms, mops, and wringers.

**Special Requirements**

Possession of a valid North Carolina Driver's license.

**Physical Requirements**

Must be able to perform medium work exerting up to 50 pounds occasionally and 10 pounds on a regular basis.

Must possess the visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned.

**Desirable Education and Experience**

This position requires a high school diploma or GED with and any combination of  
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training and experience, which provides the required knowledge, skills, and abilities.

**To Apply:**

**Submit a Franklin County employment application to Franklin County, 113 Market Street, Louisburg, NC 27549. Resumes are not accepted in lieu of county applications. A separate application is required for each position for which you want to apply.**

**Franklin County is an Equal Opportunity Employer.**

**The County prohibits discrimination based on race, sex, color, creed, national origin, age, or disability.**