

The City of Cresco is taking applications to fill a part time Custodian/Maintenance position at City Hall and the Public Library. This will be approximately 18 – 25 hrs per week split evenly between the two facilities. Duties will include daily cleaning, and minimal maintenance such as light bulbs, and furnace filters. A full list of duties will be given with the application. Equal Opportunity Employer (EOE). Starting pay will be \$9.50 per hour. Applications can be picked up at City Hall, 130 N Park Place, Cresco IA 52136 or online at cityofcresco.com
Applications will be accepted until 4:00 pm on Wednesday January 4th 2012

If you have any questions about the position please contact
Rod Freidhof at City Hall 563-547-3101

List of Custodial/Maintenance Duties

Library:

- Clean restrooms...public and staff
- Vacuum carpeted areas and directors office
- Mop and sweep east and south entry areas
- Clean windows on all interior/exterior doors
- Dust
- Empty all waste baskets
- Clean drinking fountain
- Refill towel and toilet paper holders
- Refill liquid soap containers
- Inform director when supplies are getting low
- Get garbage and recycling to curb for Friday morning pickup
- Shampoo carpets as needed

City Hall:

- Clean restrooms
- Vacuum all carpeted areas
- Mop and sweep tile floor areas
- Clean windows on all interior/exterior doors
- Dust
- Empty waste baskets
- Clean drinking fountain
- Refill towel and toilet paper holders
- Refill liquid soap containers
- Inform staff when supplies are getting low
- Get garbage and recycling to curb for Friday morning pickup
- Change furnace filters monthly
- Change light bulbs as needed