

Fremont County Government

Buildings Department - Position description

TITLE

Building Custodian / Maintenance Worker

Duties & Responsibilities:

- Keep buildings or assigned area in clean and orderly condition. Clean building floors by sweeping, mopping, scrubbing, or vacuuming them. Service, clean, and supply restrooms to include, but not limited to, cleaning toilets, urinals, sinks, fixtures, floors, trash. Clean windows, glass partitions, and mirrors, using soapy water or other designated cleaners, sponges, and squeegees. Monitor building security and safety by performing such tasks as locking doors after operating hours and checking electrical appliance use to ensure that hazards are not created. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalks.
- Perform work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of an establishment in repair. Duties may involve pipe fitting: boiler making: insulating: welding: machining: carpentry: repairing electrical or mechanical equipment: installing, aligning, and balancing new equipment: and repairing buildings, floors, or stairs.
- Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying, mowing, trimming, and planting, watering, fertilizing, digging, raking, sprinkler installation.
- Other duties as assigned.
- Minimum Qualifications:

High School diploma or equivalent. Two years general maintenance experience. Must have knowledge of equipment necessary for making proper repairs, able to perform general cleaning, plumbing, carpentry, mechanical and electrical repairs. Effectively communicates with the public, county employees and department staff.

- This position is full time with full benefits, starting salary is \$33,000 to 37,800 a year pending qualifications and experience.
- The work hours will be 4:00am to 12:00pm Monday through Friday, occasional weekend on call.
- Please submit application and resume to the building maintenance office at the Fremont County Courthouse 450 North 2nd Street, Room 110, Lander Wy. 82520.

Fremont County is a Equal Opportunity Employer.