CITY OF FRUITA
JOB ANNOUNCEMENT

Date of Posting: July 6, 2023
Job Title: Custodian – Part Time 22 hours/week (afternoons; weekdays; Saturdays)
Department: Parks & Recreation
Salary Range: $13.82 per hour
Benefits: Sick time is available under Healthy Families Workplaces Act (1 hour for every 30 hours worked). Some paid holidays on a pro-rated basis.
Supervisor: Building Maintenance Coordinator
FLSA Status: Non-Exempt

SUMMARY: Under the general direction of the Building Maintenance Coordinator, the Custodian is responsible for the cleaning and maintenance needs of the Fruita Community Center. This position will provide exemplary customer service when performing custodial maintenance duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Performs cleaning functions for the Fruita Community Center to ensure it is well maintained and kept in a safe and healthy manner based on seasonal/project requirements.
- Areas to be cleaned include but are not limited to the community meeting rooms, party rooms, restrooms, locker rooms, family changing areas, lobby, senior room, kitchen, fitness areas, and hallways/stairs.
- Tasks specific to restrooms, locker rooms, and family changing areas include washing and disinfecting all floors, toilets, toilet seats, fixtures, countertops, and mirrors as well as refilling soap, towels, and toilet paper dispensers. Also, empty trash containers.
- Tasks specific to fitness areas include wiping down fitness equipment surfaces, underneath and around equipment, and keeping corners clear of dust and other debris that collects.
- Tasks specific to hallways and stairs include mop tile, concrete, and wood floor areas as well as vacuum carpeted areas. Dust and spot clean furniture and fixtures as required. Empty outdoor and indoor trash containers. Clean interior and exterior windows. Wash finger marks on walls, doors, hardware, and glass.
- Tasks specific to the kitchen include maintaining and inspecting facility furniture, kitchen appliances, equipment, kitchen sinks, and countertops.
- Maintain storage areas, cleaning equipment, materials, and supplies to maintain safety and an orderly appearance.
- Report needs and concerns to appropriate staff, which may include recommending work orders, and purchasing supplies or equipment.
- Assist in routine maintenance of wood, concrete, and mondo flooring systems.
- Assist in annual deep cleaning during the Community Center maintenance week.
- Assist with meeting room furniture set-ups.
- Other duties as assigned.

POSITION REQUIREMENTS:

Education, Training, and Experiences
High School Diploma or equivalent. Custodial and/or maintenance experience preferred.

Special License, Registration, or Certificates
American Red Cross CPR/AED/First Aid preferred.

Knowledge, Skills, and Abilities
- Ability to represent the City of Fruita and the Parks and Recreation Department in a professional manner.
- Ability to safely use cleaning equipment and supplies as well as operate vacuums and other related equipment.
- Ability to communicate clearly and understand written and verbal instructions.
- Ability to maintain safe working areas and to understand and follow safety procedures.

Other Physical Requirements of the Position:
- Ability to successfully pass a pre-employment background investigation as this position will work with vulnerable populations.
- Ability to work a flexible schedule, split shifts, evenings, and weekends as assigned.
- Regular attendance is an essential function of this position to ensure continuity.
- Ability to climb, balance, stoop, kneel, crawl, crouch, reach, grasp, feel, and perform repetitive motions.
- Ability to lift up to 50 pounds on occasion as well as participate in vigorous fitness activities.
- Specific vision abilities required by this job include close vision, color vision, peripheral vision, and depth perception.

TO APPLY:
Submit a letter of interest and resume to Human Resources, City of Fruita, 325 E. Aspen, Fruita, CO 81521. The position will remain open until filled. The first review of applications will be on July 12, 2023.

The City of Fruita is an Equal Opportunity Employer