



**TURNING POINT
POSITION DESCRIPTION**

Updated by: Human Resources

Revised: 2020

POSITION: Part-time Janitor

PROGRAM: Housing Division

POSITION PURPOSE: Keep internal and external building & grounds at 1500 Golden Valley Road in orderly condition.

REPORTING RELATIONSHIP: Janitor reports to Facilities Manager.

ESSENTIAL FUNCTIONS: Cleaning of all offices, common areas, and around the building externally in a manner that is in compliance with Turning Point and Occupational Safety and Health standards.

- Ability to follow the Janitor schedule.
- Ability to sweep, mop, clean bathrooms, dust, pick up and empty trash, vacuum, etc.
- Perform duties in sanitizing facility.
- Be timely and consistent.
- Ability to work alone.

NON-ESSENTIAL FUNCTIONS: Assumes other special activities and responsibilities as assigned/directed by the Housing Director.

HIRING GUIDELINES: High school diploma or G.E.D. New Applicants with a history of Substance Abuse Disorder must provide evidence via three letters from three responsible professional in the field stating the applicant has maintained sobriety for a minimum of two-years.

- Ability bend and lift minimum 50 LBS
- Pay Range of \$11.75 - \$15.67

EOE/AA Employer

Signature

Date

Human Resource Signature

Date