

# JOB ANNOUNCEMENT

## Janitor (\$16.32)

Working to make a difference since 1972, **La Casa de Don Pedro** has been building healthier communities, empowering tomorrow's citizens, educating vulnerable children, and ensuring families receive the support they need, no matter what they face.

### DESCRIPTION:

Are you interested in a **full-time, hourly** position with a generous benefits package? If so, look no further!

We're currently searching for someone who is **service oriented, takes pride of their janitorial services, is comfortable working both independently and within a team**, is passionate about serving the Newark community and is able to work for our **Head Start** department.

Apply now so you can become part of our ever-growing organization.

### KEY DUTIES:

- Responsible for cleaning the building and maintenance of the interior and exterior surrounding building areas.
- Sweep, mop, wash and vacuum floors of the classrooms, hallways, stairs, offices and conferences rooms. Steam-clean or shampoo carpets and wax floors when needed.
- Clean and sanitize the toilets and basins in the children and staff bathrooms. Replenish supplies as needed. Empty wastebaskets and transport trash and waste to disposal areas.
- Maintain outside playground clear of debris to be ready for children use. Wash windows, walls, and playground equipment.
- Light landscaping work such as raking leaves, watering plants, cutting grass, trimming shrubs, remove snow, spread snowmelting chemicals and other seasonal tasks.
- Upon request, must work overtime, weekends, and variable shifts.

*La Casa de Don Pedro is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability (physical or mental), family medical history or genetic information, political affiliation, military service, non-merit based factors, or any other characteristic protected by law.*

To learn more about our organization, please visit our website: [www.lacasanwk.org](http://www.lacasanwk.org)

### HOW TO APPLY:

Email your cover letter and resume to

[propertymanagementunit@lacasanwk.org](mailto:propertymanagementunit@lacasanwk.org)

*Only candidates being considered for an interview will be contacted*

### QUALIFICATIONS:

Must be fully COVID-19 vaccinated by first day of work

High School Diploma / GED

Min. two yrs of custodial and grounds experience with repairs and maintenance skills preferred

Driver's license and use of personal vehicle required

Experience with electrostatic sprayers, backpack vacuums, and floor waxing

### SCHEDULE:

Monday – Friday

8:00am – 4:30pm

*Schedule may vary accordingly to meet division's needs*