



## ***CUSTODIAL MAINTENANCE LABORER (Full-Time)***

Upper Merion Township, located in King of Prussia, PA is looking for a full-time, reliable, and highly motivated ***Custodial Maintenance Laborer*** who will report directly to the **Maintenance Foreman of the Parks and Recreation Department**. The successful candidate will be responsible for manual and some semi-skilled work within the maintenance of the Community Center Complex.

The duties of the ***Custodial Maintenance Laborer*** included (but not limited to):

- Preparing conference rooms for meetings.
- Maintaining exterior grounds including snow and ice control.
- Performing routine building maintenance such as painting, cleaning and adjusting and repairing building fixtures.
- Utilizing electrical and gas powered lawn and snow removal equipment.
- Conducting minor repairs.
- Maintaining security of the building and offices.
- Sweeps, mops, scrubs, and wax floors, washes walls and windows, dusts and performs required cleaning duties.
- Operate all equipment needed to accomplish the task of cleaning and maintaining the facility.
- Empties waste baskets and collects and disposes of refuse.
- Cleans and mops lavatories and locker rooms and replaces soap towels etc.
- Cleans and maintains kitchen equipment as needed.
- Performs a variety of errands and related custodial tasks.
- Moves and arranges chairs, tables and other furniture and equipment to include portable gym and fitness equipment.
- Perform repairs, and maintenance to furniture, electrical fixtures, windows, shades, locks, faucets, toilets etc.
- May undertake routine maintenance tasks related to building HVAC systems.
- Perform grounds keeping activities such as cleaning snow, mowing lawns, raking leaves, trimming shrubs, and general grounds maintenance to include clearing litter and debris.
- Will be expected to run for parts and or supplies as needed.
- Other duties as assigned.

The ***Custodial Maintenance Laborer*** position will interact with the general public and other Township staff. Successful candidates must have excellent customer service and skills, the ability to work independently, as well as in a team environment.

### **Minimum Qualifications:**

- High School Diploma or GED Equivalent.
- Working knowledge of building maintenance.
- Prior building maintenance experience is desired.
- A valid driver's license.

### **How to Apply:**

For immediate consideration, applicants should complete an employment application by visiting <http://www.umtownship.org/wp-content/uploads/2021/12/Application-UMT-Employment-DH-Update.pdf> and submit a **completed job application, cover letter and resume** via email to: [hr@umtownship.org](mailto:hr@umtownship.org).

**Applications will be accepted until the position is filled.**

**EQUAL OPPORTUNITY EMPLOYER**