

JOB POSTING

Part Time Custodian

The Kelley Library is seeking an individual to perform cleaning and maintenance duties. Primary responsibilities include cleaning & maintenance of library building and grounds, including vacuuming, mopping, dusting, bathrooms and snow removal. The library is looking for someone reliable with strong communication and customer service skills who loves to clean.

This is a part time position, 15 hourly weekly. The schedule is Tuesday and Thursday 3:00PM to 8:00PM, and Saturday 8:00 AM – 1:00PM. The rate of pay is \$18.85 hr. EOE. Complete job description and application form available at www.kelleylibrary.org Submit application and resume to Natalie Ducharme, Director or email nducharme@kelleylibrary.org.

Janitorial or cleaning experience preferred. Customer service experience preferred, with an ability to work positively with the public and staff. High school Diploma or equivalent required.