



Maintenance Custodian

Building and Grounds Department

Under the direction of the Building and Grounds Manager, provides custodial services for County Office buildings. Performs a variety of housekeeping and cleaning tasks as well as grounds keeping activities such as mowing lawns, trimming shrubbery, weed eating, removing litter, debris, and snow and ice as needed. Duties include cleaning offices, halls, restrooms, and public areas, disposing of trash, and sweeping and mopping floors.

Graduation from high school or GED preferred. Basic understanding of custodial techniques and procedures. Knowledge of proper use of custodial equipment and cleaning supplies. At least one (1) year of experience in custodial work preferred. Must possess a valid Virginia driver's license. Ability to follow oral or written instructions and work with minimal supervision. General knowledge of custodial services and grounds maintenance. Ability to use a variety of hand tools. Basic knowledge of effective cleaning methods, supplies and equipment used in cleaning and to understand and follow safety procedures. Ability to establish effective working relations with other staff. Ability to collaborate and communicate effectively. Ability to deal courteously and effectively with staff and the public.

Apply by submitting County Application to: Smyth County Administrator's Office, Human Resource Manager, 121 Bagley Circle, Suite 100, Marion, VA 24354. Applications available online at www.smythcounty.org under the Human Resource link or may be picked up at the Smyth County Administrator's Office.

Deadline for submission: October 26, 2023. Position open until filled.