City of Las Vegas
Career Opportunity

Applications are being accepted for a full time **Custodian** for the City of Las Vegas Utilities Department.

Entry Level: Per Pay Plan – $7.88

Nature of Job: Position involves general janitorial duties. Assists in the care, maintenance, repair and alteration of building and allied equipment, and work projects; performs related duties as required. Duties include floor care, furniture care, equipment maintenance, trash handling, and cleaning windows. May involve simple repairs such as installing replacement bulbs. Performs daily, weekly, or monthly maintenance on floors, including dusting, mopping, sweeping, vacuuming, or other cleaning processes. All floor surfaces are consistently cleaned and maintained. Performs daily, weekly, or monthly maintenance on windows, as needed. All windows are consistently cleaned and maintained. Performs daily, weekly, or monthly maintenance on walls or other interior surfaces, including wiping, dusting, vacuuming, or other cleaning processes. All wall and interior surfaces are consistently cleaned and maintained. Performs daily or weekly trash gathering and removal. Moves recyclables to designated collection points. Maintains trash containers per schedule or orders. All trash and recyclables are consistently removed and disposed of. Trash containers are cleaned and maintained. Sets up and operates cleaning and maintenance machines, ladders, or other tools. May operate trash/carton compactor. Operation and use is productive, cost-effective, and timely. May install and/or repair wiring and electrical components. May assemble, install, and/or repair pipe systems or plumbing. May assist installation of machinery and equipment. Installations and repairs are efficient and timely. May paint or repair woodwork, flooring, or walls with approved materials. Touch-ups and repairs are neat, efficient, and timely.
(A detailed job description is available at the Human Resource Office.)

Qualifications: High school diploma or general education degree (GED). Must possess a valid New Mexico operator's license and be insurable by the City's insurance carrier.

Posted: General Public: September 24, 2015 thru October 1, 2015

General Public: Defined as any person interested in the position who meets the qualifications as well as any City employee who did not meet the in-house deadline. An application with all necessary documentation including any pre-employment test must be completed and returned to the Human Resource Division.

Reviewed and approved for publishing by:

Elmer J. Martinez, City Manager

Human Resource Manager