City of Las Vegas
Career Opportunity

Applications are being accepted for a full-time **Maintenance Worker/Custodian** for the City of Las Vegas Museum/Community Services Department.

Entry Level: Per Pay Plan – $10.09

Nature of Job: Responsible for keeping all furnishings, structures, and equipment clean and suitable for occupation and use by employees, other workers, and visitors. Duties include floor care, furniture care, equipment maintenance, trash handling, and cleaning windows. May involve simple repairs such as installing replacement bulbs. Assists in the care, maintenance, repair and alteration of buildings and allied equipment; performs related duties as required. Assist with Museum needs as required. Assists in the care and maintenance of the Museum facility. Assists in the renovation and repair buildings. Assists in the care and maintenance of snow removal for the Museum Facility. Performs daily, weekly, or monthly maintenance on floors, including dusting, mopping, sweeping, vacuuming, or other cleaning processes. Performs daily, weekly, or monthly cleaning maintenance on windows, as needed. Performs daily, weekly, or monthly maintenance on walls or other interior surfaces, including wiping, dusting, vacuuming, or other cleaning processes. Performs daily or weekly trash gathering and removal. Moves recyclables to designated collection points. Maintains trash containers per schedule or orders. Sets up and operates cleaning and maintenance machines, ladders, or other tools. May operate trash/carton compactor. May assemble, install, and/or repair pipe systems or plumbing. May assist installation of machinery and equipment. May paint or repair woodwork, flooring, or walls with approved materials. Performs other work as required or assigned which may include Museum duties. (A detailed job description is available at the Human Resource Office.)

Qualifications: High school diploma or general education degree (GED); or one to two years related experience and/or training; or equivalent combination of education and experience. Must possess a valid New Mexico Class D Operator's license and also must be insurable by the City's insurance carrier.

Posted: General Public: November 13, 2015 thru November 20, 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