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Custodian-Requisition #2483 (Internal)

Description

Under the direction of an assigned supervisor, performs routine custodial duties at assigned Tribal locations, includes maintaining assigned buildings and adjacent ground areas in a clean, orderly, and safe condition. Successful candidate must have knowledge of modern cleaning methods including basic methods of cleaning floors, carpets, furniture, walls and fixtures; proper methods of storing equipment, materials and supplies; appropriate safety precautions and procedures; basic record-keeping techniques; proper lifting techniques; correct English usage; grammar, spelling, punctuation, and vocabulary; interpersonal skills using tact, patience, and courtesy. Must have the ability to apply cultural sensitivity to Native American programs; maintain confidentiality; perform routine custodial duties at assigned tribal locations; operate and maintain a variety of custodial equipment and tools; use cleaning materials and equipment in a safe and efficient manner; observe and report safety hazards and need for maintenance and repair; follow directions and instructions effectively; order and receive supplies; use basic computer skills.

EDUCATION AND EXPERIENCE REQUIREMENTS: An equivalent combination of education and related work experience may be considered. Two (2) years of related work experience will be equal to 30 college credits and vice versa.

- High school diploma or equivalency certificate and sufficient training and/or experience to demonstrate the relevant knowledge, skills and abilities of the job OR
- An applicant that has completed an 8th grade education will need to have 4 (four) years of full-time work experience to substitute for the required high school diploma/GED and sufficient training and/or experience to demonstrate the relevant knowledge, skills and abilities of the job.

CERTIFICATES, LICENSES, AND REGISTRATIONS: To perform and to continue to be qualified for this position, the requirements listed below must be met at a time of hire or may be obtained within a specific amount of time depending on the position requirements. Costs for required certifications, licenses, and registration are to be covered by employee, unless offered by the Tribe.

- This position does not require driving
- Requires regular contact with or control over Indian children and is therefore subject to the background investigative process to comply with P.L. 101-630
- Requires throughout employment maintaining a Mandated Reporting Certificate of Training
- Requires throughout employment maintaining a CPR/AED/First Aid Card or Certification

All positions require applicant be at least 18 years of age. Those selected for a position are subject to a background investigation, drug screening and possible participation in the DMV Pull Program. References will be checked.

Employment Type

Full-time

Base Salary

\$ 15.09

Date Posted: 6/21/2022

Filing Deadline: 7/02/2022 at 5:00pm.

To learn more detailed information about the position duties and requirements, please contact Human Resources Department at (760)541-5216

Job Location

38670 Sky Canyon Drive Ste. 100, 92563, Murrieta

Hiring organization

TMDCI