

ROSELLE PUBLIC LIBRARY, UNION COUNTY

JOB POSTING

Title: Custodial Worker
Location: Roselle Public Library
No. of Positions: One (1) part-time positions (15 hours per week)

Opening Date: January 5, 2015
Closing Date: January 16, 2015

Under direction performs varied, simple routine tasks involved in the cleaning and maintenance of building and grounds; does other related duties. Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the Library

Either working alone or as one of a group, washes and cleans windows & floors, polishes floors, dusts desks, tables, chairs & other furniture. Keeps order in and cleans lavatories; arranges equipment & furniture as needed, mows lawn and shovels snow as needed. Ability to read, write, speak, understand and communicate in English sufficiently to perform the duties of this position. Appointee will be required to possess a valid NJ driver's license. Must be a Roselle, Resident, US Citizen, High School graduate or GED, and 18 years of age or older. Please send cover letter, resume and references to Jeanne Marie Ryan, Library Director, at jmryan@lmxac.org. Only candidates to be interviewed will be contacted.

The Roselle Public Library is an equal opportunity employer who fully and actively supports equal access for all people regardless of age, race, creed, color, national origin, ancestry, marital status, affectional, sexual orientation or sex.