

WASHINGTON COUNTY
RECRUITMENT ANNOUNCEMENT (POSTED 03/03/2020)

HOUSEKEEPER I

Salary Range: \$18,653 - \$26,956

(Dependent on Qualifications)

Washington County in eastern North Carolina seeks qualified applicants for the position listed above.

Essential duties include: cleans restrooms in various County buildings by sanitizing and disinfecting walls, doors, toilets, sinks, floors, mirrors, and replenishing supplies such as paper products and soap; cleans a variety of surfaces in elevators, kitchens, break rooms, office, hallways including doors and windows; cleans furniture and office equipment to include dusting computers, desks and cubicles, and disinfecting phones; disposes of trash by emptying and cleaning trash cans and taking trash to the dumpsters; cleans stairwells and floors by sweeping, vacuuming, mopping, and spot cleaning; performs other duties of a similar nature or level.

Minimum qualifications include: completion high school or high school equivalency and two (2) years of experience related to performing custodial or housekeeping services; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

Candidates must have a valid NC Driver's License. A drug test and background investigation will be required pre-employment.

Applicants **MUST** use and submit a complete official Washington County Job Application Form to:
Fetima Moore, HR Specialist, at PO Box 1007, Plymouth, NC 27962.

Official Applications may be obtained in person from the County Manager's Office at 116 Adams Street in Plymouth, or may be downloaded from:

http://www.washconc.org/human_resources-Job_Openings.aspx

Applications will be accepted until this position is filled. Initial review expected by: **March 27th, 2020.**

Washington County offers a generous benefits package in addition to salary, and is an equal opportunity employer.