

JOB ANNOUNCEMENT - CITY OF EAGLE LAKE

COMMUNITY CENTER CUSTODIAN **PART-TIME POSITION**

DUTIES: The City of Eagle Lake is accepting applications for the position of Community Center Custodian. This is a part-time position that is responsible for performing a range of custodian duties related to the care, cleaning, and minor maintenance of the Community Center. Duties include sweeping, mopping, cleaning, sanitizing, and stocking restroom facilities; resupply soap dispensers and restock paper products; cleaning fixtures and high dusting; and other duties as assigned. Monitors inventory and condition of custodial and maintenance equipment, provides periodic inventory reports and replacement equipment requests to supervisor.

REQUIREMENTS:

- Work hours are determined by the schedule of events. The schedule will include evenings and weekends. Applicants must submit hours of availability with application.
- Must be able to successfully pass pre-employment drug screening and random drug screening.

CONTACT: Lina Ferguson, City Secretary/HR; citysecretary@coeltx.net.

APPLICATION DEADLINE: Open until filled. Please submit a completed application via e-mail, in-person or by mail.

Applications are available at City Hall
P.O. Box 38 (mailing)
100 East Main Street (physical)
Eagle Lake, Texas 77434
(979) 234-2640

The City of Eagle Lake is an EOE.
The City has a random drug test program for all employees.

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