

*Limestone
County Commission*

*Chairman
Collin Daly*

*Administrator
Ellen Morell*



*Commissioners:
Daryl Sammet
Danny Barksdale
Derrick Gatlin
LaDon Townsend*

THE LIMESTONE COUNTY COMMISSION HAS AN OPENING FOR:

BUILDING SERVICE WORKER

Facilities

**Alabama Career Center
2535 Sparkman Dr. NW
Huntsville, AL
Phone: (256) 851-0537**

Or

**Limestone County Commission
310 W. Washington St.
Athens, AL
Phone: 256-233-6400**

Or

Online: <https://limestonecounty-al.gov/doing-business/jobs>

MONDAY THROUGH FRIDAY, 8:00 A.M. UNTIL 4:30 P.M.

**SEE ATTACHED JOB DESCRIPTION FOR TYPICAL DUTIES
AND RESPONSIBILITIES**

SALARY \$14.83 - \$24.91 PER HOUR

**APPLICATIONS WILL BE ACCEPTED UNTIL
MARCH 26, 2024**

AN EQUAL OPPORTUNITY EMPLOYER (M/F/V/D)



Building Service Worker

Facilities

FAC/6
Grade 7

JOB SUMMARY

This position is responsible for the custodial care and cleaning of county buildings.

MAJOR DUTIES

- Empties and cleans waste receptacles; replaces liners.
- Cleans and sanitizes restrooms; restocks restroom supplies.
- Cleans break rooms, office, and public areas.
- Sweeps, mops, and vacuums floors.
- Dusts and polishes furniture, blinds, and windowsills.
- Sets up rooms for meetings; cleans rooms before and after meetings.
- Responds to emergency custodial calls.
- Cleans and sanitizes courtrooms.
- Moves furniture and equipment as required.
- Maintains cleaning supply inventory.
- Reports maintenance and repair needs to supervisor.
- Replaces light bulbs and batteries.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of county safety policies and procedures.

- Knowledge of the use of various cleaning chemicals.
- Skill in operating such cleaning equipment as a vacuum cleaner.
- Skill in following instructions.
- Skill in prioritizing work.

SUPERVISORY CONTROLS

The Assistant Superintendent of Facilities and Grounds assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include the safety manual and supervisory instructions. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related custodial duties. The necessity of working around the public contributes to the complexity of the position.
- The purpose of this position is to participate in the custodial maintenance of county buildings. Successful performance contributes to the provision of clean and attractive facilities for county employees, citizens, and visitors.

CONTACTS

- Contacts are typically with coworkers, other county employees, and the general public.
- Contacts are typically to provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while standing, walking, bending, crouching or stooping. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and utilizes the sense of smell.
- The work is typically performed in county buildings. The employee is exposed to dust, dirt and irritating chemicals. The work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.