



# JOB POSTING – DATED

Opportunities Unlimited of Niagara, Niagara County, NY

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**Human Resources Department** 504-2625 or [inquire@oppunlimited.org](mailto:inquire@oppunlimited.org)

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## PLEASE POST

### 2 POSITIONS AVAILABLE

**DATE:** November 13, 2017

**POSITION AVAILABLE:** Cleaner

**WORK LOCATION:** Niagara County and Neighboring Communities

**WORK SCHEDULE:** Flexible

**RATE OF PAY:** \$11.00

### **QUALIFICATIONS:**

High School diploma or equivalent is preferred, but not required. Experience in Janitorial functions preferred, but not required OR, has satisfactorily completed Janitorial Assessment 1 and 2 and demonstrates working knowledge, along with basic skill of completing job responsibilities. Must be able to demonstrate safe operation of equipment including but not limited to floor scrubbers, vacuums, carpet extractors, lawn mowers and trimmers. Must be able to provide personal transportation to and from a designated work site at start/end of shift. Transportation between multiple sites during the course of the shift will be provided.

**MAIN FUNCTION:** Provides quality cleaning services to customers by utilizing supplies and equipment to perform a variety of cleaning tasks, according to daily checklists.

### **SUMMARY OF DUTIES AND RESPONSIBILITIES:**

1. Meet customer's daily and special cleaning needs while performing a variety of daily cleaning duties and special projects and utilizing industrial cleaning equipment. Tasks may include but are not limited to: Responsible for servicing, cleaning and re-supplying restrooms, meeting rooms, common areas, program rooms, offices or other areas as needed. Clean windows, dusting, sweeping, vacuuming, shampooing of carpets, cleaning, striping, refinishing floors, May also perform lawn maintenance and/or snow removal as requested.
2. May work flexible hours and sites to ensure coverage for interdepartmental and contract obligations. Responsible for transportation to and from designated worksite.
3. Gather and empty trash. Ensure trash receptacles are cleaned and disinfected regularly. Ensure exterior smoking receptacles are emptied and cigarette butts picked up daily.

### **TO APPLY:**

Interested applicants may submit a cover letter and resume to [inquire@oppunlimited.org](mailto:inquire@oppunlimited.org) or mail/drop off to the Human Resources Department, 2393 Niagara Falls Blvd., LPO Box 360, Niagara Falls, New York 14304-0360. Resumes will be accepted until position is filled.

*People with intellectual and other developmental disabilities across Niagara County are waiting for you...We offer competitive salaries and benefits...Take the first step and apply TODAY.*