**EMPLOYMENT OPPORTUNITY**

**FACT SHEET**

**POSITION: Janitor**

**LOCATION: Glenwood SAC**

**HOURS: 12 Hours per Week**

**PART-TIME: X**

**DATE OF NOTICE**:  **11/3/21**

**APPLICATION DEADLINE: Until Filled**

**DATE POSITION TO BE FILLED: As Soon As Possible**

**SALARY: $ 11.54 per Hour**

**JOB DUTIES:**

**Sweep, mop and wax floors.**

**Vacuum carpeted areas.**

**Clean bathrooms-take out trash-dust offices.**

**Lawn maintenance.**

**Light building maintenance.**

**Other duties as assigned.**

**EDUCATION REQUIREMENTS: High school diploma or GED or one to three months related experience and/or training; or equivalent combination of education, training, and experience preferred.**

**EXPERIENCE NEEDED: Must have good communication and organizational skills, able to multi-task, work independently and work in fast-paced environment.**

**OTHER REQUIREMENTS: Pre-Employment Drug Screening and Criminal Background Check. Must be able to regularly lift and/or move up to 25 lbs. and occasionally up to 50 lbs.**

# “EQUAL OPPORTUNITY EMPLOYER”

Central Arkansas Development Council

**To download Employment Application go to** [**www.cadc.com**](http://www.cadc.com/) **or for more information call 501-315-1121**