



GOOD WILL-HINCKLEY
Educating Youth. Changing Lives.

Custodian

Good Will - Hinckley has an openings for full-time **Custodian**. This position is responsible for maintenance, proper cleaning and upkeep of buildings on the Good Will – Hinckley Campus. The successful candidate must have knowledge of building cleaning and maintenance procedures.

Duties and Responsibilities:

- Perform daily cleaning of rooms and corridors or as needed.
- Vacuum carpeted areas at scheduled intervals, or as needed.
- Shampoo carpets at scheduled intervals, or as needed.
- Mop all corridors and tiled areas daily or as needed.
- Strip and wax floors at scheduled intervals, or as needed.
- Do daily cleaning of bathrooms and sinks.
- Perform light maintenance and repairs as assigned.
- Ensure that all walkways and entrances are free of snow during the winter season.
- Carry on call after hours maintenance phone.
- Reports all incidents of work related accident/illness within 24 hours; maintain a safe work environment; ensure that a safe environment is maintained in the workplace by adhering to all safety rules and requirements (Safety Policies) and report any safety hazards to immediate supervisor.
- Insure that the building(s) are properly secured each night.
- Demonstrates awareness and sensitivity to the cultural and socioeconomic characteristics of the service population.
- All other duties as may be reasonably assigned by the maintenance supervisor.

Qualifications:

- Knowledge of building cleaning and maintenance procedures.
- Cooperative attitude: reliable and honest.
- Must have a high school diploma or equivalent.
- Satisfactory reference, background and health checks. Must have a valid Maine driver's license.

Benefits include a competitive wage; health, dental, long-term disability, and life insurance, Maine State Retirement and 401K; Paid Time Off and recognized holidays.

Interested applicants please download the “GWH Employment Application” located on our employment page at <https://www.gwh.org/employment-opportunities> and submit a complete application, cover letter, resume and 3 letters of recommendation to:

HR@gwh.org

or fax to 238-4020
or mail to Human Resources, PO Box 159, Hinckley, ME 04944.

Please reference “Custodian” in the subject line or cover letter in your correspondence.

We are an equal opportunity employer