

INDEPENDANT CONTRATOR JANITOR

LOVELOCK CITY HALL

Job Description

The City of Lovelock is currently seeking proposals for cleaning services at the City Hall Office. Proposals can be submitted to the City Clerks Office at 400 14th Street or emailed to clerk@cityoflovelock.com

The position is open until it is filled.

The janitor position consists of keeping the building which includes the lobby and business offices in a clean and orderly condition and performs cleaning duties such as cleaning floors, vacuuming rugs, washing windows, dusting, cleaning and sanitizing bathrooms, etc. It also consists of notifying the City Clerk of the need for any major noticeable repairs.

Basic Tasks to include but not limited too

- cleaning floors by sweeping and mopping, etc.
- cleaning windows, glass partitions, and mirrors
- gathering and emptying trash

(May consist of more as the need arises)

Individual must be Dependable

- job requires being reliable, responsible and dependable and fulfilling obligations.
- Self-control -job requires maintaining composure.
- Avoiding aggressive behavior in difficult situations,
- cooperation-job requires being planned.
- Pleasant, with others on the job and displaying a good-natured, cooperative attitude.
- Attention to detail- the job requires attention to detail and thoroughness to complete tasks.

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