Arkell Museum at Canajoharie

Canajoharie Library

Job Description

**Building and Grounds Custodian (P/T)**

This job consists of routine work to maintain the cleanliness of the facility and grounds in a friendly work environment. This employee regularly performs cleaning, and assists with seasonal mowing and snow blowing as needed. The position is supervised by the Maintenance Manager.

**Requirements**

High School graduate or equivalent with applicable, documented work experience

Custodian must pass background, substance, and credit checks

Ability to work outdoors including in adverse weather (snow, heat, etc.)

Ability to climb ladders and stairs

Ability to pick up and carry up to 50 pounds

Ability to operate riding and push mower, weed eater, and snow blower

Ability to stand for prolonged period of time

Interact positively with co-workers and community

**Duties**

**General Indoor Maintenance:**

Clean and stock bathrooms

Dust

Clean windows

Assist with set up and tear down furniture such as tables and chairs for events as needed

Vacuum

Sweep and mop floors

Remove trash and recycling to outdoor bins

Clean stainless steel appliances and sinks in kitchens as needed

**General Outdoor Maintenance (assist with as needed):**

Clean and salt sidewalks

Shovel snow and snow blow

Operate grass-cutting equipment

Perform other duties as assigned indoor and outdoor.

**Hours and Salary:**

Tuesday-Saturday 4:00pm -7:00pm (15 hours per week)

$12 per hour

Apply in person at the Arkell Museum & Canajoharie Library, or email a cover letter and three references to humanresources@arkellmuseum.org, or mail via USPS to

Human Resources, Arkell Museum & Canajoharie Library,

2 Erie Boulevard, Canajoharie, NY 13317