

**EMPLOYMENT OPPORTUNITY  
FACT SHEET**

**POSITION:** Janitor

**LOCATION:** Arkadelphia Senior Activity Center

**HOURS:** 40 Hours per Week

**FULL-TIME:** X

**PART-TIME:**

**APPLICATION DEADLINE:** Until Filled

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

**SALARY:** \$ 9.40 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.

**DATE OF NOTICE:** 09/27/17

**Remove after:** 10/07/17

**“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