

Position Available – Part-time Custodial Worker I

Huntington Public Library has an opening for a responsible and reliable part-time Custodial Worker I in our Custodial and Maintenance Department. This is a union position consisting of up to 17.5 hours per week in two buildings for evenings and weekends. Benefits include vacation, sick time, and holiday pay.

The job duties include but are not limited to:

- Participate in general cleaning of facilities and grounds in two library buildings;
- Clean program rooms, meeting rooms, hallways, offices, break rooms, restrooms, stairways, and general public areas;
- Vacuum rugs, stairs, and upholstered furniture; Sweep, mop, wax, polish, and strip floors;
- Replenish bathroom supplies;
- Dust furniture and equipment;
- Spot-Clean carpets to remove stains, spills, and dirt;
- Wash windows, door glass, walls, and wood work;
- Empty wastebaskets; Put garbage and recycling out to curb or in dumpster for pick-up;
- Empty book-drop and bring in newspapers;
- Set-up and break-down tables, chairs, and other equipment as needed in program and meeting rooms; may occasionally need to set up a/v equipment as part of a room set-up; occasional offsite set-up and break-down for outreach events;
- Clear snow from entrances and walkways and put snowmelt or salt on walkways;
- Assist in pick-up and delivery of library materials to various departments and occasionally to the other building;
- Perform basic maintenance tasks including but not limited to: painting, furniture assembly, repair, and relocation, changing lightbulbs, replacing locks, may trim shrubbery, weed beds and walkways, rake leaves etc.

The successful candidate should have the ability to:

- Perform moderately heavy manual work cleaning facilities and grounds and have the physical condition commensurate with the demands of the position;
- Relate to supervisors, staff members, and general public in a courteous manner;
- Work in two buildings and travel between buildings;
- Follow all applicable safety rules and procedures.

The starting salary for this position is \$21.18 per hour. If interested, please submit application and/or resume to Will Brody, Custodial and Maintenance Department Head at Will_brody@huntlib.org by October 6, 2025.