



Latah County Library District

Moscow Library – District Headquarters
110 South Jefferson St.
Moscow, ID 83843
www.latahlibrary.org

EMPLOYMENT OPPORTUNITY

POSITION:

Custodian (25 hours per week)

Non-Exempt

JOB SUMMARY:

Under general supervision of the Business Office, will help insure patron and staff accessibility, safety and comfort at the Moscow Library location by maintaining a clean facility on a daily basis and by performing periodic and special maintenance tasks to maintain the integrity of the building while insuring excellent service through good communication and coordination with the Business Office.

SUPERVISOR: Business Office
SALARY: Beginning hourly rate \$14.20/Hour
BENEFITS: Pro-rated Medical and Dental, District paid Term Life Insurance and Disability Insurance, Public Employee Retirement System of Idaho, pro-rated sick, annual, personal, and holiday leave
BEGINNING DATE: June 2020
APPLICATION: Submit application, and references at www.latahlibrary.org
CLOSING DATE: June 9, 2020, 4:00 pm PDT

The Latah County Library District is composed of the Moscow Library headquarters and six rural branch libraries, with 30+ employees. It is an independent taxing district governed by an elected five-member Board of Trustees.

Minimum Qualifications: Knowledge, Skills, Abilities, & Personal Characteristics

- Some previous custodial work and familiarity with equipment and supplies required.
- Valid Driver's license
- Position involves bending, stooping, climbing ladders, lifting and carrying items weighing up to approximately 50 pounds, and standing and walking continuously throughout the shift.
- Ability to: work independently with attention to detail; see well enough to read product labels and operating manuals; communicate effectively both orally and in writing
- High School Diploma or equivalent

Desirable Qualifications & Experience:

- Two (2) or more years of custodial experience