

**ELYRIA PUBLIC LIBRARY
EXTERNAL POSITION POSTING**

Job Title: Maintenance II – 20 hours
Initial Assignment: Keystone
Immediate Supervisor: Assistant Facilities Manager
Positions Supervised: None
Position effective: Immediately

JOB RESPONSIBILITIES:

Under general supervision, this combined position is responsible for the cleaning, custodial, grounds maintenance, building maintenance and delivery duties for the library facilities.

QUALIFICATIONS:

- Knowledge of housekeeping procedures and techniques.
- Knowledge of building and ground maintenance.
- Ability to organize, prioritize and coordinate various maintenance and custodial tasks.
- Ability to perform delivery duties as needed.
- Ability to perform the physical activities associated with this job including the strength to regularly lift and move materials weighing more than 75 lbs.
- Carrying materials and delivery items up and down steps.
- High school diploma or equivalent and a valid driver's license with an acceptable driving record and proof of insurance are required. Must meet insurability requirements of the Library's insurance provider to operate library-supplied vehicle. Access to reliable transportation for travel among branches.

Hours: 20 hours per week, typically early mornings but may include evenings and weekends as needed.

Pay rate: \$14.23 per hour

Current rate for a lateral move.
Full description is available on the Library resources page
Apply to HR Director at apply@elyrialibrary.org
EOE Drug Free Workplace