



The Morrow County Board of Developmental Disabilities (Morrow DD) is seeking a Custodian/Maintenance Worker to clean, provide care and assist with maintenance of grounds, buildings, furniture and fixtures.

Primary Responsibilities:

- Perform general custodial tasks and routine functions
- Prepare supplies and equipment, including laundering.
- Complete inventory of supplies
- Report need for cleaning supplies and equipment repair
- Set up and tear down for various functions
- Assist with security of buildings, which may involve weekend and after-hours checks, and report evidence of illegal entry, theft of property and property damage
- Perform unskilled minor repairs
- Assists in semi-skilled and skilled repair and installation, routine maintenance, safety inspections, and preventative maintenance
- Assists with maintenance of exterior surfaces and grounds, cleaning and/or painting (interior/exterior), mows lawns, trims shrubs, cuts/sprays weeds and brush
- Assists with snow removal from building grounds as needed

Qualifications:

- Minimum 18 years of age
- High school diploma/GED
- Satisfactory completion of BCII/FBI and other required background checks. Compliance with Board employment policies/procedures.
- Valid First Aid/CPR certificate or willingness to obtain.
- Custodial experience and good interpersonal skills

Desired Personal Dimensions:

- Experience working with individuals with developmental disabilities
- Good oral/written communication and listening skills
- Good judgment/decision-making/problem-solving skills
- Works and communicates with others in a polite, courteous and cooperative manner.
- Displays a high level of initiative, effort and commitment towards completing work efficiently, working with minimal supervision. Demonstrates responsible behavior and attention to detail.
- Displays and models high standards of ethical conduct, exhibiting honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Unusual Working Conditions:

- May be exposed to contagious diseases
- May be exposed to unusual or maladaptive behaviors which may be potentially harmful
- May be exposed to hazardous materials/chemicals/solutions.
- Must be physically capable to lift, carry, and move individuals or equipment in a safe manner
- May be faced with situation(s) requiring current skills in First Aid and CPR
- Schedule could vary and include evening and weekend hours
- Ability to independently travel to various external sites