



MILWAUKEE

PUBLIC LIBRARY

Custodial Worker II **Temporary Appointment / 90 Days** *Various MPL Locations*

INTRODUCTION

Under the direction of a Building Services Supervisor II, the Custodial Worker II performs a variety of custodial and maintenance duties and assists other custodial workers, mechanics, and skilled trades personnel in performing team assignments in the Milwaukee Public Library system which includes Central Library and twelve neighborhood libraries.

ESSENTIAL FUNCTIONS

- Sweeps, mops, strips, rinses, waxes and polishes all floor and stair areas; vacuums, cleans, and shampoos rugs and carpets; cleans book stack areas and baseboards.
- Keeps library property surrounding the facilities clean and in good order.
- Cleans roofs and drains, cleans parking lots, sweeps or hoses down walks and drive-in areas.
- Assists in all snow removal operations of walks and drive-in areas.
- Maintains lawns, shrubs, trees, and garden areas.
- Cleans and maintains public and staff washrooms, scrubs fixtures, cleans mirrors, washes woodwork, tile and marble, polishes metal, and keeps towels, tissue, and soap dispensers filled. Periodically washes walls and toilet partitions.
- Checks washrooms periodically to forestall vandalism and replenish supplies.
- Sets up meeting rooms and other library sponsored events as scheduled.
- Keeps equipment room clean and in order.
- Moves or assists in moving furniture or shelving.
- Uses ladders and lift as necessary to wash light fixtures, change lamps and wash ceilings and walls (excluding washing in preparation of painting).
- Operates washer and dryer in the library laundry room.
- Empties waste containers, picks up trash, and takes refuse to trash containers or garage dock.
- Dusts books, dusts and/or washes furniture, shelves, woodwork, cupboards, tops of stacks, and end panels.
- Washes all windows and glass doors inside and out.
- Opens and closes building, meeting rooms, and secures necessary doors. Before closing, inspects interiors to make sure everything is in order, free from fire hazards, plumbing leaks, and that all members of the public are out of the building.
- Reports problems and/or needs for maintenance work to the Central Library Maintenance Department.
- Assists library mechanics and drivers in moving equipment, furniture and supplies and library materials between Central and the neighborhood libraries.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

MINIMUM REQUIREMENTS

1. Valid driver's license at time of appointment and throughout employment.

CURRENT SALARY

Custodial Worker II is in Pay Range 5DN. The starting hourly rate for this position is \$17.89 per hour and \$18.43 per hour for residents of the City of Milwaukee.

CONDITIONS OF EMPLOYMENT

This opportunity is for a **Temporary Appointment** which may expire at any time and is limited to a period of 90 days. A **Temporary Appointee** is ineligible for paid holidays, sick leave, vacation, or other benefits while serving in a **Temporary Appointment**. Selected candidates may be assigned to work at multiple MPL locations. This position will not lead to a permanent, regular appointment with the City of Milwaukee.

HOURS & LOCATIONS

Schedule: This position works 40 hours per week (part time hours may be available).

This position would work rotating hours and days between the hours of 5:00am – 8:00pm, Sunday through Saturday.

Locations: A full list of Milwaukee Public Library locations can be found at <https://mpl.org>

HOW TO APPLY

Interested applicants may apply by submitting a cover letter and resume to MPLJobs@milwaukee.gov. The Milwaukee Public Library is looking for candidates who can start as soon as possible. Application submissions will remain open until position has been filled.