



POTEAU • SALLISAW • ONLINE

POSITION:

Janitorial Staff

GENERAL DESCRIPTION:

Carl Albert State College is accepting applications for full time Janitorial staff for the **Poteau campus**. This position is responsible for the general maintenance and cleanup of physical facilities which include, but is not limited to:

- Cleaning bathrooms
- Emptying trash
- Cleaning classrooms and offices
- Cleaning floors
- Move cabinets, boxes, furniture, crates and equipment to clean areas

QUALIFICATIONS:

- Knowledge or ability to learn standard cleaning methods and equipment used in custodial work
- Some experience preferred
- High School diploma or GED certificate preferred
- Must be able to lift and push/pull at least 50 lbs.; able to bend, walk, stand, reach, and kneel

SALARY:

\$ 20,000 w/ full benefit package, which includes Employer paid Medical, Dental, Life, Oklahoma Teachers Retirement, Vacation & Sick Days.

APPLICATION DEADLINE: September 24, 2020

APPLICATION PROCEDURE:

To be considered for this position, please submit a CASC application (available at:

<http://carlalbert.edu/employment-opportunities/>), Resume and three Letters of Reference.

Application may be submitted online, or by mail to: Human Resources Department, Carl Albert State College, 1507 S. McKenna, Poteau, OK, 74953 or email, employment@carlalbert.edu or fax to (918)-647-1359.

CASC is an affirmative action equal opportunity employer. All interested, qualified individuals are encouraged to apply.

Posted: 9/10/2020