



## TOWN OF ABINGDON

### Nights & Weekend Custodial Manager / Coomes Recreation Center

The Town of Abingdon is accepting applications for a full-time **Custodial Manager** to work nights and weekends. The manager must be able to perform and oversee a variety of associated custodial tasks, such as facility maintenance, staff support, and planned preventative maintenance. Additionally, some duties will require advanced or specialized knowledge and skills, such as budget administration, control, equipment, facilities, and inventory management. The Custodial manager will be responsible for training and overseeing part-time staff in the cleaning and maintenance of the facility. Must have effective oral and written communication.

#### **Minimum Requirements:**

- Knowledge of cleaning and facility maintenance.
- High school diploma or GED.
- At least two (2) years of experience directly related to the duties and responsibilities specified.

#### **Salary Range: \$27,000 - \$32,000 DOQ**

The Town of Abingdon offers a comprehensive benefits package that includes medical insurance, dental insurance, paid annual leave, paid holidays, and Virginia State Retirement.

**Application Deadline:** Please access and submit your application via the Town of Abingdon's website at [www.abingdon-va.gov](http://www.abingdon-va.gov) no later than Friday, November 20, 2020, at 5:00 p.m.

The Town of Abingdon is an equal opportunity employer.