

COURTHOUSE MAINTENANCE

Maintenance Director: Todd Hosler

Classification: Full Time Laborer

Date: 06/26/2026

Summary of Duties: Must have functional knowledge of cleaning equipment and supplies. Performs other duties as assigned.

Physical Requirement: Must be able to sit or stand for the majority of the workday, lift and move 50 pounds, climb ladders, step stool, bend, kneel, and reach or squat occasionally for extended lengths of time.

Detailed Duties: Handles the cleaning of the Courthouse, Annex, DA, Library, and Health Unit to include: cleaning and/or dusting of windows, chairs, mini blinds, baseboards, cabinets, window sills, countertops etc. as needed. Daily cleaning of bathrooms, diaper stations, trash, and carpets in all offices.

Additional Duties: Must learn, understand, and follow Universal Precautions at the Health Unit. Could be called upon to fill in when another housekeeping employee is absent.

Educational Requirement: High school diploma or equivalent.

4:00 AM till 12:00 PM Monday thru Friday