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## **Part-time Janitorial Position** 2022

Juneau County Housing Authority currently has 11 low-moderate income elderly apartment buildings consisting of 107 units and 2 low-moderate income family apartment buildings with 24 units.

Starting wage: Will be commensurate with experience

Work hours: Monday thru Friday, hours may vary

### **Qualifications:**

1. Must possess a valid Wisconsin driver's license and good driving record.
2. Good work ethic, conscientious with attention to detail, self-motivated and ability to work independently.
3. Personable and able to communicate well.

### **Duties and Responsibilities Overview:**

1. Common area janitorial duties:  
Keep building common areas in clean and orderly condition. Perform cleaning duties, such as cleaning floors, washing walls and glass, and removing rubbish.
2. Assist tenants with changing light bulbs, smoke detector batteries, etc.
3. Assist maintenance with rehab/cleaning vacant units.

**Application deadline:** May 5, 2022, 10:00 a.m.

*Apartments for the Elderly and/or Persons with Disability • Community Development Block Grant Administration*

Juneau County Housing Authority is an equal opportunity provider and employer.  
If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at &S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

