



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

Building Better Lives

# Part-Time Custodian

## Job Information

**Job Type:** Part-Time

**Pay Rate:** \$8 per hour

**Program:** DD / Transportation Building

**Location:** Muscogee County

**Posting Date:** 5/26/2023

**Application Deadline:** Open Until Filled

**Position Open to:** All qualified applicants

\*\*\*ENTRY SALARY may be adjusted depending upon the selected candidate's qualifications and agency budget considerations. \*\*\*

Submit Completed State of Georgia application to Recruiter:

**Human Resources  
New Horizons Behavioral Health  
2100 Comer Ave  
Columbus, Georgia 31904**

**Fax: (706) 596-5589**

**Email: [jobs@nhbh.org](mailto:jobs@nhbh.org)**

**Website: [www.nhbh.org](http://www.nhbh.org)**

## Job Description

Under general supervision, the candidate will be responsible for the following: Cleaning and maintaining commonly used restrooms, removing all trash daily, sweeping and mopping hallways and main floors, dusting as needed, sweeping outside walkways, removing trash in the parking lots and outside property, replace toiletries as needed, cleaning glass/windows, and other sanitary duties.

### Minimum Qualifications:

High school diploma or GED

### Preferred Qualifications:

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The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

**NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.**

**Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.**

**This position is subject to close at any time once a satisfactory applicant pool has been identified.**