



CHRISTINA MITCHELL
38th Judicial District Attorney
Real and Uvalde Counties

EMPLOYMENT OPPORTUNITY POSTING

POSITION: Custodian/Maintenance Worker
SALARY: Up to \$44,000.00 plus benefits
LOCATION: 38th Judicial District Attorney's Office
524 East Nopal Street, Uvalde, Texas 78801

CUSTODIAN/MAINTENANCE WORKER

The Office of the District Attorney has an opening for a custodian/maintenance worker to conduct custodial and general maintenance work at the office of the 38th Judicial District Attorney, such as, but not limited, to mowing yard, raking of leaves, simple gardening, bush trimming, cleaning office grounds, cleaning entire office, bathrooms and kitchen area, removing trash daily, some minor carpentry, general maintenance of office and assisting with ensuring all vehicles are properly maintained.

We are looking for a highly self-motivated hardworking custodian/maintenance worker with a friendly disposition. Salary is up to \$44,000.00, plus benefits, provided through Uvalde County. Must be willing to submit to a criminal history check, have a valid driver license and sign a confidentiality agreement.

Job duties include internal and external responsibilities such as:

Moving furniture and other objects to sweep and mop all floors in common areas, all conference rooms, kitchen, bathrooms, lobby and hallways.

Clean all bathrooms, including vanity, mirrors, toilets, sweep and mop floor area.

Clean kitchen countertops and table.

Visually inspect the entire property in the morning and pick up any trash and debris.

Hang and remove flags daily on outside of building.

Inspect all exterior and interior lighting and repair or replace non-working lighting as your skills and experience allow. Report any non-working or damaged lighting that would require calling a repair service to complete.

Utilize backpack blower to clear sidewalks and parking areas of any debris.

Wipe, dust, disinfect all counters, tables, chairs, shelves, doors, base boards, cabinets, furniture, TV screens, etc.

Mow and weed eat the lawn every 10-12 days based on the weather and growth of the grass.

Use blower to clean off sidewalks and parking lots after mowing/weed eating.

Spray weed killer as needed.

Wash and clean all county owned fleet vehicles inside/outside.

Send resume to Dominique Garza, Office Manager at dominique.garza@38thda.org, facsimile number, (830) 278-4731, or mail or hand delivery to 524 East Nopal Street, Uvalde, Texas 78801.