Custodian

Charles B. Wang Community Health Center is seeking to hire a full-time Custodian in Chinatown and Flushing.

Responsibilities:

- Maintain general cleanliness of the Health Center facilities
- Assist in opening and closing of the facility according to hours of operation
- Handle maintenance and minor repair
- Check lights, elevator, air conditioning, and boiler are all working
- Follow daily and quarterly cleaning and waxing schedules
- Disposing of garbage
- Maintain order of supply room
- Assist in supplies receivable
- Assist in light moving (i.e., boxes, furniture)
- Assist in messenger duties
- Other duties as assigned

Minimum Qualifications:

- Experience in custodian/maintenance work
- Must be able to lift a minimum of 25 pounds physically
- Bilingual in English/Chinese
Benefits:

The Health Center provides a generous employee benefits package so you can focus on doing great work. That includes:

- medical insurance

- employer-paid dental and life insurance

- retirement savings plan

- flexible spending accounts for transit, parking, health, and dependent care

- paid time off (28 days for the first year of employment), and

- tuition reimbursement for eligible employees