

The Municipal Building Commission (MBC) invites applications for the position of:

**Position:** Custodian

**Salary:** \$18.79 - \$27.42/hour

**Closing:** April 25<sup>th</sup> 2025 or until filled

**Job Type:** Full Time, Non-Exempt

**Location:** Minneapolis City Hall/Hennepin County Courthouse in downtown Minneapolis.

**The Position:** The MBC is seeking a Custodian to perform routine cleaning duties in the Minneapolis City Hall Building and Adult Detention Center. This position works Wednesday-Friday, 4:00PM-12:00AM and Saturday-Sunday, 3PM-11PM. This position receives a night shift differential of \$1.25 per hour and an additional \$0.70 per hour when working in the ADC in addition to the hourly rate listed above. Wages subject to increase due to current contract negotiations.

### **Job Duties and Responsibilities**

- Performs general custodial duties including:
- Empty trash, recycling and organic waste containers from assigned areas
- Clean and disinfect toilets, urinals, sinks, showers, drinking foundations in assigned areas
- Sweep, mop, vacuum offices, conference rooms, hallways, stair and elevators in assigned areas.
- Clean glass, doors and walls as well dust surfaces in assigned areas.
- Restock paper goods in kitchens and bathrooms
- Use assigned departmental equipment such as auto scrubber, buffer, carpet spotter.
- Perform other duties as assigned or delegated.

### **Minimum Requirements**

- High school diploma or equivalent.
- 1 year job experience performing some or all the duties listed above
- Demonstrated knowledge of cleaning procedures and practices
- Ability to perform all physical, mental, and environmental job functions. This position may require bending, lifting to 50 lbs. on occasion, standing, walking.
- Ability to understand spoken English and communicate effectively with public/building occupants.

### **Physical Requirements**

- Prolonged periods standing.
- Must be able to bend, stoop, twist, push, pull, reach, kneel, crawl, squat, climb, and lift up to 50 pounds at a time.

### **Knowledge of:**

- Appropriate safety procedures when cleaning; procedures, practices, materials, and equipment as well as their proper utilization in the care and maintenance of facilities and grounds.

### **Ability to:**



- Operate tools or equipment used in routine maintenance.
- Use equipment and personal protective equipment in a proper and safe manner.

**About the MBC:** The MBC has served as the steward for the historic Minneapolis City Hall and Hennepin County Courthouse (also referred to as the Municipal Building) since 1904. The MBC was created by Minnesota Statutes as an independent board for the exclusive care of the building.

**Great Benefits:** In addition to a competitive hourly rate, MBC employees receive a generous benefit package including paid time off, health and dental insurance, HRA/VEBA spending account, pension, deferred compensation, and much more.

The MBC promotes a supportive work environment through our commitment to the employee-developed **core values**:

- Integrity
- Communication
- Respect
- Teamwork
- Be a role model

### **Background Check**

Minneapolis Police Department and Hennepin County Sheriff's Office background checks are required for this position. Employees must achieve and maintain the background checks.

### **Medical Exam**

After a conditional job offer, candidates will be required to pass a medical examination which includes a physical screening. A drug and alcohol test are part of the medical examination.

### **Union Representation**

This position is represented by a collective bargaining agreement between the MBC and AFSCME.

### **Probationary Period**

This position will be required to serve a six (6) month probationary period.

### **How to Apply**

Interested applicants should complete and submit the MBC employment application. Please submit a resume with your application. The MBC Employment application can be found here:

[Application for employment \(hennepin.us\)](https://hennepin.us)

Or

[MBC Job and Contracting Opportunities](#)