



## VILLAGE OF CIMARRON

---

PO Box 654 ♦ 356B East 9<sup>th</sup> Street ♦ Cimarron, NM 87714-0654  
(575) 376-2232 ♦ Fax (575) 376-2810 ♦ [www.villageofcimarron.net](http://www.villageofcimarron.net)

### **NOTICE OF EMPLOYMENT** **PART-TIME JANITORIAL POSITION**

**The Village of Cimarron is accepting applications for a part time Janitorial Position for the Public Restrooms.**

**COME JOIN OUR TEAM AT THE VILLAGE OF CIMARRON!**

**CLASSIFICATION:** Employee shall work 8-10 hours per week. Pay will be at minimum wage of \$12.00 an hour. Monday through Friday may be required to before or after normal business hours. Employees are paid for hours worked. This is not a salaried position, immediate supervisor is the Village Administrator. Candidate must also possess a High School Diploma or GED.

**This position will have a two-month probationary period. Upon completion of the two-month probationary period, the employee's wages and probation status will be reviewed. The position will be considered for a raise on several factors: performance evaluation, merit, cost of living, availability of budget and other lawful factors.**

#### **DUTIES FOR JANITORIAL POSITION:**

Janitorial Position Essential Functions -- Duties include, but are not limited, to:

- Clean, disinfect, and inspect
- Waste Removal
- Sweeping
- Vacuuming
- Mopping
- Dusting
- Window Cleaning
- Disinfecting Door Knobs
- Restroom Cleaning

Applications may be picked up at the Village Hall, Monday through Friday from 8:00am - 5:00pm. Applications may be returned by email to [villageadmin@villageofcimarron.net](mailto:villageadmin@villageofcimarron.net) or in person at Village Hall. Resumes and letter of interest may accompany the application. Please call Shawn Jeffrey for additional information at 575-376-2232

The Village is an equal opportunity employer and complies with the American Disability Act Requirements.

---

Shawn Jeffrey/Village Administrator