



## FINCH-HENRY JOB CORPS CENTER

821 Highway 51 South  
Batesville, MS 38606  
Telephone: 662.563.4656  
Facsimile: 662.563.1644  
Toll Free: 800.733.5627

### Janitor

Department: Facilities Maintenance  
Classification: **Non-Exempt**  
Status: **Full-Time**

Reports To: Maintenance Supervisor  
Dates of (1st) Posting: 11/18/2025 – 11/26/2024  
Salary: **Contact Human Resources**

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#### **GENERAL FUNCTIONS:**

Responsible for cleaning and maintaining the health and safety standards of the buildings and grounds.

#### **MINIMUM QUALIFICATIONS:**

Education: High School Diploma or equivalent required.  
Experience: Minimum of one year of custodial experience  
Days/Hours: Monday - Friday; 40 hours per week

#### **Job Description:**

- Performs interior and exterior center janitorial, building maintenance and ground keeping assignments.
- Responsible for the general maintenance of the landscape of the center.
- Ensures all equipment and facilities are cleaned and maintained in accordance with center, OSHA and DOL standards.
- Stocks supply room with appropriate supplies. Maintains grounds, and picks up trash, paper, and other debris.
- Shovels and removes snow and ice from designated areas such as sidewalks, entryways, and roofs as required. Salts ice on the exterior grounds of the facility.
- Moves furniture, equipment, or fixtures as required.
- Sets up rooms for meetings, classes or events.
- Assists the center in every effort necessary to achieve its OMS goals, as well as ensuring that the Zero Tolerance Policy is strictly adhered to.
- Promotes a positive work environment demonstrating career success standards and core values.

#### **LICENSE OR CERTIFICATIONS:**

A valid state Commercial Driver's License with an acceptable driving record is required.

Interested applicants may forward a resume and appropriate credentials to:

Finch-Henry Job Corps Center  
Attn: Human Resources  
pittman.lucy@jobcorps.org  
Visit our website at:  
<https://www.etrky.com/career-center/>  
An Equal Opportunity Employer  
M/F/ Veterans/Disability

