

BOARD OF COMMISSIONERS
Larry Chapman, Chair
Page Lemel, Vice-Chair
Jason Chappell
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Kelvin Phillips



COUNTY MANAGER
Jaime Laughter
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101 South Broad Street
Brevard, NC 28712

October 11, 2018

INTERNAL & EXTERNAL POSTING
POSITION VACANCY

CLASSIFICATION: HOUSEKEEPER

SALARY GRADE: 03

SALARY RANGE: 22,006.40 – 27518.40 per year

DEPARTMENT: HOUSEKEEPING

DUTIES AND RESPONSIBILITIES: Performs housekeeping duties in the maintenance of County buildings and facilities. Performs a variety of duties in the care and cleaning of assigned County buildings or areas. Duties may include physically strenuous assignments and specific instructions of assignments. Early morning or late evening hours may be required.

EDUCATION AND EXPERIENCE: High School Diploma or equivalent and some housekeeping experience. Knowledge of cleaning procedures and the use of cleaning materials. Ability to follow instructions and perform medium to heavy physical work. Must be able to lift 50 lbs.

APPLICATION DEADLINE: Open Until Filled, first review of applications October 19.

APPLICATION PROCESS: Submit a state application (PD107) to the NCWorks Joblink/ Career Center on the campus of Blue Ridge Community College. Internal candidates submit an Internal Application to the Human Resources Office at the County Administration Building, prior to deadline date. EOE.