



**POSITION TITLE: JANITOR/JANITRESS**

**REPORTS TO: PUBLIC WORKS DIRECTOR**

**OPENING DATE: 05/20/2026      CLOSING DATE: 06/01/2026**

**HOURLY RATE: \$14.00      FLSA STATUS: EXEMPT**

**DRUG FREE WORKPLACE/ EQUAL OPPORTUNITY EMPLOYER**

## **Position Summary**

The Janitor/Janitress position is responsible for maintaining the cleanliness, sanitation, and overall appearance of municipal buildings and public facilities to ensure a safe and welcoming environment for employees, residents, and visitors.

## **Responsibilities**

- Clean and maintain offices, restrooms, hallways, meeting rooms, and common areas
- Sweep, mop, vacuum, dust, and empty trash receptacles
- Sanitize surfaces and restock restroom and cleaning supplies
- Assist with setup and cleanup for municipal meetings and community events
- Operate cleaning equipment safely and properly
- Report maintenance or repair issues to supervisors
- Follow all municipal safety policies and procedures

## **Qualifications**

- High school diploma or equivalent preferred
- Previous janitorial or custodial experience is preferred
- Ability to work independently and complete assigned duties efficiently
- Physical ability to lift, bend, stand, and perform routine cleaning tasks
- Dependable, punctual, and detail-oriented

## **Work Schedule**

- Evening and weekend availability may be required

## **Compensation**

- Paid medical and life insurance, FRS retirement, vacation, sick leave, holidays in accordance with city policy

Interested applicants should submit an application or resume to the email or address below by the posted deadline. The City of Florida City is an equal opportunity employer and drug free workplace.

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### **HOW TO APPLY:**

Must submit a cover letter, resume and three (3) references. Send completed submittal via email or to the address below:

City of Florida City  
Attn: Human Resources  
404 West Palm Drive  
Florida City, Fl 33034  
305-247-8221  
[pdirector@floridacityfl.gov](mailto:pdirector@floridacityfl.gov)