



**VACANCY ANNOUNCEMENT
CUSTODIAN
GRADE: FSN 1**

Announcement Number: B JL-14-004

The U.S. Embassy/Banjul is seeking an individual (with the required work and/or residency permit for employment in country) for the position of Custodian in the General Services Office. This position works under the supervision of the Head Custodian. Incumbent is responsible for maintaining the cleanliness of USG facilities. Individual will join a crew of five in performing duties such as sweeping, mopping, scrubbing, polishing and vacuuming of offices, restrooms, hallway floors, stairways, windows, and office furniture.

REQUIRED QUALIFICATIONS:

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each criteria.

Education: Completion of Secondary school is required.

Experience: Two years custodial experience is required and preferably in a large organization.

Knowledge: Must have cleaning experience and must be able to use electrical equipment such as vacuum, washer and dryer, etc.

Language: Level II English spoken and written is required.

Abilities/Skills: Must be a team player and able to work under minimum supervision. Must demonstrate safe working practices.

TO APPLY:

Interested candidates should submit the following:

--Application for Employment (DS 174) - available at the Embassy or online:

http://banjul.usembassy.gov/job_opportunities.html

--A current resume

--Documentation (e.g., certificates and awards, copies of degree earned) that addresses the minimum requirements of the position as listed above.

SUBMIT APPLICATION TO:

Human Resources Office

Embassy of The United States of America

Kairaba Avenue

Email: HROBanjul@state.gov

no later than **April 1, 2014**.

Only short-listed candidates will be contacted for interview.

The American Embassy Banjul is an Equal Opportunity Employer.