



## **Facilities Custodian and Handyman (25 hrs. 10am-2pm (minimum) daily, some flexibility required)**

Location: Devon, PA 19333

Surrey Services is a growing nonprofit organization whose mission is to help older adults live in their homes with independence and dignity and to continue as active members of the community. We are currently seeking a **Facilities Custodian and Handyman** to work part-time, 25 hours per week from 10am – 2pm, Monday through Friday. From time to time, there will be opportunities for additional hours.

The Custodian and Handyman will provide daily room set-ups and teardowns, interior and exterior custodial, basic maintenance and handyman services for Surrey's 3-yr. old headquarters in Devon and as needed assistance to branch locations. This individual will be responsible for the overall cleanliness of the facility, routine maintenance or oversight of necessary maintenance and for moving chairs and tables to change room set-ups. Prefer candidate willing to have flexibility in work schedule for additional hours as needed. A solid knowledge of maintenance and proper cleaning techniques is essential.

The successful candidate will have a demonstrated knowledge of basic custodial equipment and functions; basic knowledge of cleaning products and the ability to relate well with staff and the general public. Candidate must possess a high school diploma or GED. A minimum of one (1) year of custodial experience and a valid driver's license and access to a car is required.

Preference to candidates that live within a reasonable distance from Devon, PA.

Surrey does not discriminate against persons based on race, color, gender identity, national origin, disability, veteran status, or age. Surrey is an Equal Opportunity Employer.

Email cover letter and resume to Ana Casillas at [jobs@surreyservices.org](mailto:jobs@surreyservices.org) or call 484-843-2512