

## Janitor Position

Our Janitors are responsible for keeping our buildings and community clean. In addition to the cleanliness of our properties, this position interacts with our residents and management team to ensure our residents are satisfied. We are looking for a hardworking and willingness to engage in a variety of indoor and outdoor cleaning activities. There may be opportunity in this position to gain skills in maintenance related requests.

**Who We Are:** McCormack Baron Management, Inc., recognizes that successful management of any community requires a management strategy that acknowledges the unique challenges facing the neighborhood and its residents. Our staff understands the complexities of managing mixed-income housing, possesses the technical expertise to handle multi-layered compliance issues, and offers the personal touch needed to work with residents of diverse backgrounds. We manage our developments to market rate standard, and work with residents and the larger community to address the non-housing needs and issues that exist in the community. Finally, we are committed to affirmative action and to performing equal opportunity outreach to ensure that people from all walks of life have the opportunity to live in our communities.

**Our Vision:** We work for a future when all people live in sustainable, opportunity-rich communities.

### Job Description:

- Upkeeping in cleaning hallways, glass doors, and window areas, restrooms, empty trash containers, and light office cleaning
- Clean and prepare vacant units for new residents and minor repairs
- Walk the grounds picking up trash, paper, etc.
- Maintain janitor closets in a clean, organized, and safe manner
- Daily upkeep of the property office and common areas of property buildings
- Adherence to dress code as established by management
- Use of protective equipment when necessary and follow safety procedures
- Other duties assigned by a supervisor

### Qualifications:

- Experience in grounds or janitorial work preferred
- Trustworthy and dependable to complete tasks independently
- Customer centric mindset with the ability to interact with current or prospective residents
- Willingness to perform light maintenance

### Additional Details:

Effective September 7, 2021, as a condition of employment, all employees must be immunized by vaccination against COVID-19 unless granted a medical or religious exemption. This policy is designed to protect the health of those within the broader community. The COVID-19 vaccines currently available in the United States are highly effective at decreasing the likelihood of contracting COVID-19, preventing serious illness in vaccinated individuals who contract COVID-19, and mitigating the spread of the disease.

Current employees will be required to provide proof of full vaccination by November 19, 2021. Employees who join the Company after November 19, 2021, will be required to provide proof of full vaccination within 30 days of their start date. A similar process will be followed for approved booster shots, as they may be recommended by the CDC.

McCormack Baron is an equal employment opportunity employer. McCormack Baron is committed to diversity, equity, and inclusion throughout its business.