



INTERNAL/EXTERNAL JOB POSTING

PARIS, KY— Housekeeping

JOB OVERVIEW

- Maintains offices, restrooms, lunch and break areas for cleanliness
- Sweeps, mops, and garbage removal
- Functions without direct supervision
- Keeps track of and orders supplies as needed (paper towels, toilet paper, soap, cleaning supplies)
- Maintains good working relations
- Continuously supports the QMS and SEKRI policies

QUALIFICATIONS

- Must have good verbal and written communication skills
- Must be able to read and interpret product specifications
- Able to lift a minimum of 20 pounds

JOB DETAILS

Salary: \$9.50+ depending upon experience

Schedule: Full time, 38+ hours per week

Location: Home base location - PARIS, Kentucky

Expected Start Date: TBD (to be decided)

Application Process: As per SEKRI's HR Policies and Procedures, all factors being equal, first priority will be given to internal and local applicants. Submit Internal Job Application and/or Resume to the HR Department and Plant Facility by:

Thursday, February 4th

Plant Manager—Lisa McLean or

Misty Looper—HR Manager

FAX: 606-528-7497 or EMAIL: misty.looper@sekri.org