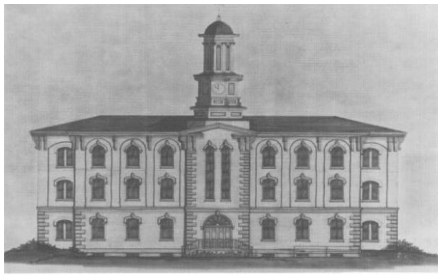
Richard Wilbur
Chairman

Thomas S. Henry
Vice Chairman

Ernest A. King, Jr.
Commissioner



Amber Franko
Chief Clerk

Anthony P. Litwin, III
Solicitor

Commissioners of Wyoming County

1 Courthouse Square
Tunkhannock, PA 18657
(570) 996-2273
(570) 836-7244

Custodial Position Available

The Maintenance Office of Wyoming County, Pennsylvania is seeking applications for the position of Custodial Staff. This is a part-time union position, and all applicants must be able to pass all required clearances. The hours for this position are 2:00pm to 6:00pm.

Job duties include but are not limited to daily floor care—sweeping, mopping, and vacuuming—and executing periodic deep cleaning, scrubbing, and polishing of floors as needed. Dust surfaces such as bookshelves, computer screens, handrails, etc. Thoroughly cleaning and sanitizing all restroom facilities and ensuring the adequate replenishment of supplies (paper towels, toilet paper, and soap). Cleaning interior and exterior windows and glass partitions. Collect and properly dispose of trash and recycling bins. Assist with setting up and cleaning for special events. Monitor and promptly report safety or security concerns and managing custodial supply inventory to ensure continuous operational readiness. Qualified applicants will have exceptional organizational and verbal communication skills, with a proven ability to manage time effectively and execute tasks independently.

Applications are available in the Commissioner's Office and on the County's website: wyomingcountypa.gov. Applications must arrive in the Commissioner's office on the 2nd floor of the Wyoming County Courthouse, 1 Courthouse Square, Tunkhannock, PA 18657. Applications can be mailed, hand-delivered or emailed to employment@wyomingcountypa.gov.