

**POSITION AVAILABLE
(Housekeeping)**

Colleton County Sheriff's Office is accepting applications for the position of Housekeeper at the Sheriff's Office. The successful candidate will under direct supervision maintain the Sheriff's Office building and grounds in a clean and orderly condition. Will perform routine maintenance activities, deliver supplies and assist with moving office equipment and furniture as needed.

Requires a high school diploma and one to two years of experience in cleaning and maintaining buildings and performing light ground work; or any combination of education or experience that provides the required knowledge, skills, and abilities. A valid driver's license is also required. Pre-employment drug screen and a satisfactory background are also required.

Applications may be obtained at the Colleton County Sheriff's Office, which is located at 394 Mable T. Willis Blvd, Walterboro, SC 29488 or accessed on line at www.colletoncountysheriff.com . This position will remain open until filled. The Colleton County Sheriff's Office is an Equal Opportunity Employer.

HOURLY RATE OF PAY: \$12.00
FULL-TIME
SC STATE RETIREMENT & INSURANCE