***CITY OF NASHUA, IOWA***

***EMPLOYMENT OPPORTUNITY***

The City of Nashua, Iowa, is accepting applications for a part-time cleaning position for City Hall and the Welcome Center. Duties include, but are not limited to: maintaining the cleanliness of City Hall including two restrooms, Council Chambers, City Hall office and Police Department as well as a kitchenette. At the Welcome Center the employee will be responsible for maintaining the cleanliness of 4 restrooms, minor cleaning of rental rooms, gift shop, elevator, hallways, etc.

The applicant must be 18 years of age or older, have a high school diploma or equivalent; speak and write fluent English and be able to pass a background check. Cleaning experience is preferred, but not mandatory. This is a part-time position of less than 10 hours per week. Compensation will be commensurate with experience.

Applications, a job description, and informational sheet are available at the city clerk’s office at 402 Main Street, Nashua, IA, 50658, from 7:30AM-5:00PM, Monday-Friday; on the city’s website at [www.cityofnashuaia.com](http://www.cityofnashuaia.com). You may call 641-435-4156 or email [nashuacityclerk@gmail.com](mailto:nashuacityclerk@gmail.com) with questions or to request the documents.

**Completed applications must be received by the Nashua city clerk’s office staff by 5:00PM on the 8th day of September, 2020.**

*The City of Nashua is an equal Opportunity Employer.*