

# **Institute of Community Services, Inc.**

ICS, Inc. has the following position available:

## **Clay County Head Start Center**

**Part-time Janitor**

### **Qualifications:**

**Part-time Janitor** – Basic communication skills and ability to read, write and perform simple mathematical computations. Must have dependable transportation, be in good health, and physical examination must be done annually.

Application may be requested beginning Thursday, August 14, 2025, at the Clay County Head Start Center located at 287 West Half Mile Street, West Point, MS; or go through the ICS website: [www.ics-hs.org](http://www.ics-hs.org); download an application, insert (declaration page) and (3) character reference forms on the employment link tab under Human Resources. Office hours are from 8:00 a.m. to 4:30 p.m. Monday - Friday. The deadline for application is Monday, August 25, 2025.

### **Salary Ranges:**

**Part-time Janitor**

\$16.376 - \$16.896

### **Outstanding Benefits:**

**Health Insurance** (agency pays 90%)

**Retirement** (agency pays 6% to 10%)

**Sick Leave**

**Paid Leave**

**Paid Holidays**

**ICS, INC. IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION, AGE, OR DISABILITY.**