

Intercounty Electric Cooperative Association (IECA) Is accepting bids for office cleaning at their Mountain Grove MO location. The address is 100 West Fifth Street Mountain Grove, MO 65711. Interested bidders must be licensed, insured and bonded with an LLC. and carry a minimum \$1,000,000 of liability insurance. This position will report to the Safety and Loss Prevention Manager.

The primary job duties performed but are not limited to include emptying trash and replacing all liners, vacuum, sweep, and mop all floor coverings, clean counters, office furniture, windows and glass doors. Clean the kitchen, wash dishes, microwave and wash down other appliances. Clean and sanitize bathrooms, replenish hand soap, paper towels, toilet tissue etc. Clean and sanitize water fountains. Launder towels and dishcloths.

Prior office cleaning experience preferred.

This position will be either a Monday/Wednesday or Tuesday/Thursday position after 5:00pm. Total office space is approximately 1,500 square feet.

Please submit all bids to Intercounty Electric P.O. Box 209 Licking, Missouri 65542. Attention: Director of Human Resources. All bids must be received no later than 5:00pm May 30, 2025

IECA is an Equal Opportunity/Affirmative Action employer. All qualified job bids will receive consideration for employment without regard to sex, race, color, religion, national origin, age, marital status, political affiliation, sexual orientation, gender identity, genetic information, disability or protected veteran status. We are committed to providing a workplace free of any discrimination or harassment.