



HUMAN RESOURCES

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UTILITY WORKER (PART-TIME)

POSITION REFERENCE NUMBER: 10620-138

GENERAL FUNCTION

Part-time labor position working in the Facilities Management Department performing manual work to support events and the custodial care of University buildings and parking facilities. Responsibilities include: performing custodial duties for campus parking facilities, building entrances, conference and event facilities and other venues; set up/tear down of event equipment and provide event support; collect/dispose of refuse and waste materials from University facilities; perform duties to include, but not limited to: operating equipment to strip, scrub, wax and refinish floors; clean carpets and upholstery; wash windows, door frames and walls; perform light maintenance duties and provide event support; snow removal; and related work as required.

This is a part-time position not eligible for University benefits. Work hours are limited to 950 per calendar year and less than 29 hours per week on a regular basis.

MINIMUM QUALIFICATIONS

1. High School Diploma or GED required.
2. Valid Driver's license required.
3. Ability to drive vehicles with standard transmission.
4. Ability to work a flexible schedule, any shift at all campus locations, and report to work during any University closings.
5. Ability to work in all-weather types.

OTHER INFORMATION

Exemption Status: **Non-Exempt**

Post Date: September 11, 2017

HOW TO APPLY

Submit a letter of interest and an attached resume to jobs@rmu.edu. To ensure proper processing, applicants must use the following subject line format:

First Name Last Name – Position Reference Number

Example: Bob Morris - 123456

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