

JOB TITLE: STUDENT CUSTODIAN
DEPARTMENT: FACILITIES MANAGEMENT – CUSTODIAL MAINTENANCE
HOURLY RATE: Minimum Wage
SUPERVISOR: FACILITIES MANAGER

SUMMARY:

Responsible for the performance of routine and special custodial duties in facilities and grounds as assigned. Work is performed in accordance with instructions and schedules provided, with results regularly inspected. Provide excellent customer service to a wide variety of internal and external customers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Contribute to a safe working environment by following safe work procedures, wearing assigned personal protective equipment (PPE), actively participate in safety training and development of safe work procedures.
2. Demonstrating an enthusiasm for enhancing the overall guest experience by providing clean, safe, and sanitary facilities that could include; walkways, stairways, bathrooms, kitchens, cafeterias, classrooms, teaching laboratories, or other areas assigned.
3. Shovel, sweep, mop, clean, sanitize, vacuum, wax and buff various types of surfaces as assigned.
4. Move and set up various types of furniture.
5. Collect and dispose of recycling and waste.

Must be able to successfully complete any required safety training. Supervision and safety training will be overseen by the Facilities Manager. The Facilities Manager will provide task-specific training and direction on individual projects.

These duties are typical of the position; however they are not inclusive of all things that may be assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

REQUIRED EDUCATION and/or EXPERIENCE:

- Must be enrolled at Michigan Technological University and a student in good academic standing.

OTHER SKILLS AND ABILITIES

- Good interpersonal and communication skills.
- Ability to adapt to frequently changing work environments, conditions, and varying work schedules.
- Ability to perform tasks involving climbing, lifting, handling of materials and supplies, moving furniture and equipment, and working from ladders.

PHYSICAL DEMANDS:

While performing the duties of this job the employee is frequently required to stand; walk; sit; climb or balance; stoop, kneel, crouch or crawl; and reach with hands and arms. The employee is regularly required to talk or hear; use hands to finger, handle, or feel an object; taste or smell; and be able to communicate with others via mobile phone or radio.

Ability to shovel, move, and/or scrape snow and ice from exterior entrances, steps, patios, porches, and fire escapes.

Performance of these essential duties and responsibilities may require the use of a step ladder, lifting up to 50 pounds, as well as a variety of repetitive motions.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT:

While performing the duties of this job the employee may work indoors or outdoors.

Personal Protective Equipment (PPE), including reflective vests, gloves, safety glasses or goggles will be furnished by the University. Protective footwear in the form of toe covers are also available, but closed toe shoes will be furnished by the student.

While performing the duties of this job, the employee occasionally works near moving mechanical parts. The employee occasionally works from ladders, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and chemicals related to cleaning products. The noise level in the work environment is usually moderately loud.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.