POSITION ANNOUNCEMENT

TITLE: CUSTODIAN (4)  DEPT: EMRTC/PLAYAS

REG ☑ TEMP ☐ FULL TIME ☑ PART TIME ☐

STARTING RATE or SALARY RANGE: $9.00 - $10.00
Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

INTERNAL POSTING THROUGH: January 18, 2018* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:
Under general supervision, performs custodial maintenance duties including dusting, mopping, finishing, buffing floors, vacuuming and shampooing carpets, cleaning and restocking restrooms. Housekeeping duties include cleaning guest/customer quarters, changing and laundering bedding/linens, laundering and stocking towels, stocking toiletries. Keeps common areas, offices and classroom buildings in a clean, presentable condition for employees, customers, vendors and guests. May perform minor repairs to facilities, as needed. Provides other duties as assigned.

REQUIRED QUALIFICATIONS:
Must read and comprehend instructions, write information and complete simple forms. Must have six (6) months custodial experience. Must have experience using a buffer and extractor. Must have a valid New Mexico driver's license.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall Box 007, Socorro, NM 87801-4796