WINTHROP UNIVERSITY
NOTICE OF JOB VACANCY
August 28, 2015

POSITION:          CUSTODIAL WORKER (FACILITIES MANAGEMENT)  
                   (Class Code KA05/Building/Grounds Specialist I)

BAND:             Band 01\Level 01

STARTING SALARY:  $18,720 minimum per year; qualifications and funding will determine actual salary

VACANCY:           #201615

Minimum Training and Experience:
Elementary education and one year of experience in custodial services work; experience with floor and carpet maintenance; and proficiency using related equipment, including buffer, extractors, etc. preferred. Experience in a higher education or academic setting helpful. The equivalent combination of training and experience may be considered.

Knowledge, Skills and Abilities:
General knowledge of the techniques and practices of cleaning and general maintenance. Ability to understand and carry out oral and written instructions. Ability to lift and move equipment up to 50 lbs. Ability to use extension/step ladder. Ability to establish and maintain effective relationships with faculty, staff, students, co-workers and supervisors. Ability to work flexible hours.

Specific Duties:
Performs custodial duties required for the cleaning and upkeep of university buildings and the immediate areas surrounding the buildings. Cleans offices, rooms, hallways, stairwells, lobbies and other building facilities; sweeps, mops, vacuums, dusts, waxes and polishes floors, halls, etc.; cleans inside and outside of windows; cleans light fixtures (may require use of ladder); cleans and services public, private and semi-private bathrooms including disinfecting/cleaning showers; sweeps and cleans walks and assists in keeping immediate outside premises of building in orderly condition; clears walks and steps of leaves, litter, ice and snow; collects and places trash in containers; moves supplies and equipment from one building to another. Performs other related duties as required.

To apply, access www.jobs.sc.gov to submit an on-line application no later than September 10, 2015

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