

# United States Jobs Expertini®

## Facilities Worker (Full Time)

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Company: Armand Hammer United World College

Location: Montezuma

Category: other-general

United World College-USA is seeking one (1) full-time Facilities Workers in the Custodial department to work Mondays through Fridays. Must be willing to be on call to work weekends with a rotation of every 5-6 weeks.

The role of the Facilities Worker in Custodial is to maintain property and ensure that facilities are kept in good repair and working order. Under direction, performs minor to medium repairs to buildings, facilities, service equipment, maintains grounds, and performs custodial duties. Operates the collection and distribution systems, pump and storage facilities, all other related equipment and school infrastructure, and performs all other work as may be assigned.

### **RESPONSIBILITIES:**

Performs cleaning and janitorial duties.

Assists in control of sanitation.

Assists in doing setups for events.

Cleans assigned areas by washing furnishings and equipment.

Sweeps and mops floors with special cleaning solutions and disinfectants to prevent the spread of disease.

Uses damp disinfected cleaning cloths and vacuum cleaner to dust window seals, blinds, floors, furniture and equipment.

Scours and polishes sinks, toilets, mirrors and similar equipment.

Replenishes supplies of soap, towels and other dispensable items.

Gathers and disposes of trash, washes waste baskets and large refuse containers, transfers all recycling to appropriate recycling containers, and relines with plastic bags.

Periodically polishes floors using a buffing machine and polish.

Strips and refinishes floors as necessary.

Be on call, work shifts, weekends and holidays as needed. Shifts may include days starting at 6a, and swing shift work up until 10p.

Snow removal as needed

Work overtime as needed.

## **WORKING CONDITIONS**

Work involves moderate exposure to unusual elements, such as extreme temperatures, cold and heat , dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.

Moderate physical activity. Requires handling of average-weight objects of at least 50 pounds or standing /or walking and climbing stairs for more than four (4) hours per day.

Shoveling snow clearing pathways.

Work environment involves some exposure to hazards or physical risks, which require following basic safety precautions.

## **QUALIFICATIONS**

### **Minimum Job Requirements**

High School Diploma or GED, plus one (1) year of providing maintenance services.

Valid NM Driver's License, and must be insurable by the school's insurance carrier.

### **Knowledge, Skills, and Abilities Required**

Ability to organize and prioritize responsibilities.

Ability to work as part of a team.

Flexible and eager to work.

Consistently positive attitude.

Ability to understand and follow safety procedures.

Ability to work with hands and to work in mechanically oriented situations following supervisor instructions.

General knowledge of various types of equipment used in building trades.

Ability to work with little or no supervision, given proper instructions.

Ability to do heavy lifting.

Ability to understand and follow specific instructions and procedures.

Working knowledge of plumbing, electrical, and construction equipment.

Ability to read and write and to follow detailed written instructions.

Compensation is commensurate with experience; and UWC-USA offers a competitive benefits package.

UWC-USA is an international boarding school. It enrolls up to 240 students in grades 11 and 12. All students follow the IB Diploma Program. Roughly twenty percent of the students come from the U.S.; the remainder represent more than 90 different countries. Students are admitted on the basis of merit, potential, and promise.

To reach our ambitious goal of carbon neutrality by 2030, UWC continues to build strategic sustainability capacity in its entire operations across campus. Please identify and include your experience, interest and knowledge in sustainability operations, applicable but not limited to the position, as well as in facilities, waste management / minimization, sustainable events, logistics, supply chain management, materials and resources, sustainable and locally sourced food/beverage, and carbon emission reduction, management, accounting.

Applications will be accepted until the position is filled. The successful candidate is required to either be vaccinated, as vaccines are available, or provide a medical or religious waiver, prior to starting this position at UWC-USA.

UWC-USA does not discriminate in its educational programs, activities, or admission and employment practices based on race, color, national origin, gender, sexual orientation,

disability, age, religion, ancestry, or any other legally protected class.

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Generated on: 2024-04-30 by Expertini.Com