Custodian I

DEPARTMENT: Residence Life
Closing Date: Review will begin July 29th and continue until position is filled
Employment Detail: Permanent, Full-Time
Hiring Zone: $10.20/hr
Highly qualified individual may be eligible for higher rate of pay within policy and budgetary restrictions
Union Affiliation: MPEA

DUTIES
- Handle all aspects of janitorial duties in residence hall using proper cleaning methods and procedures.
- Clean floors, bathrooms, kitchen/laundry room hallways, and assigned areas as required.
- Maintain proper appearance of buildings to include entrances and exits, snow removal of sidewalks adjacent to buildings, and grounds clean-up around buildings.
- Maintain Material Safety Data Sheets (MSDS) for all products used.
- Follow safe work practices and participate in safety training as appropriate.
- Comply with University policies and procedures, and follow work rules.
- Follow oral and written instructions.
- Preform additional duties as assigned by supervisor.

REQUIRED SKILLS
- Proper care, use, maintenance, and knowledge of cleaning products, supplies, and equipment.
- Must be able to perform manual labor, follow instructions, maintain effective working relations, and recommend solutions.
- Ability to work with students, staff, and visitors of Montana Tech.
- Ability to work alone and as part of a team.
- Must be able to lift 50 to 100 lbs. from ground level to a height of 4’ 6” and be able to carry 30 lbs. for a maximum of 30 ft.

REQUIRED QUALIFICATIONS
- Must have completed a high school diploma or equivalent.

PREFERRED QUALIFICATIONS
- Two year of custodial work experience preferred.
- Working knowledge of Material Safety Data Sheets (MSDSs) for all cleaning products used.

To apply, please submit the following items:
- Montana Tech Application (obtained at www.mtech.edu/employment or at address below)
- Authorization for Criminal Background Investigation

The items listed above should be sent to:

Montana Tech Personnel Office
1300 West Park Street
Butte, MT 59701
Phone: 406-496-4380
Fax: 406-496-4387
e-mail: cisakson@mtech.edu

Any offer of employment is contingent upon a satisfactory criminal background check. An authorization for a criminal background check form must be submitted with application material

www.mtech.edu/employment

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