Custodian
Pay Grade 03-08 - CPO 97915

Type of Employment: Ongoing, Full Time (40 hours/week)

Location: Apartment Facilities Office, Madison, WI 53705
Click here to see a campus map

Department: University Apartments

Compensation:
- Starting hourly rate is $12.83 for those who are new to state service.
- A competitive benefits package

Schedule: Hours between 7:00 a.m. and 4:30 p.m., Monday through Friday. Mandatory overtime and change of shift hours may be necessary based on operational need.

Requirements:
- A Criminal Background Check will be conducted on all finalists.
- A 6 month probationary period is required.
- See position description for specific physical requirements.
- A valid driver's license is required.

Position Summary:
Under the general and direct supervision of the Custodial Services Supervisor, our custodial team members are critical to the Apartment Facilities operation, working to clean and prepare apartments between tenants and regularly cleaning common areas of the complex. We are also home to a large community center with a licensed child care facility which requires significant custodial attention. Custodial staff are also responsible for snow removal of steps and walkways not accessible to larger snow removal equipment. Our staff need to be able to work independently with a high degree of autonomy. Provide support and assist as needed in the implementation of plans and procedures in the event of an emergency.

University Apartments is a department within the Division of University Housing at the University of Wisconsin-Madison. As a student service organization, University Apartments provides on-campus housing, programs, and services for our residents. These services actively support the mission of the University while also meeting the needs of the students, families and guests by fostering the development of a residential community. The University Apartments staff provides these services to a community of approximately 3,000 residents in 1243 apartments on 83 acres who are primarily graduate students, staff, post docs and their families; many of whom are international. All programs and services sponsored by University Apartments are funded through rent and user fees.

Click here for a complete position description.

How to Apply:
Submit an **APPLICATION** by 4:30pm on March 23, 2016, for ensured consideration. Failure to submit complete application materials will result in ineligibility for this position. Applicants will be considered for the position listed above with the ability to be considered for future vacancies.

- Applications must be submitted through one of the following:
  - By email at **hr@housing.wisc.edu**
  - By fax at 608-265-8724
  - In person or by mail: 625 Babcock Drive, Madison, WI 53706
- For questions, please call 608-262-2766 or email **hr@housing.wisc.edu**.
- Information for candidates that have retired from a Wisconsin Retirement System (WRS) participating employer:
  - If you return to a WRS-covered employer, including the University of Wisconsin after retirement, you are considered a "rehired annuitant." Click [HERE](#) for basic information about your benefits if you are a rehired annuitant. Please note that provisions have changed for WRS participants who retired after July 1, 2013.