TRADES LABORER

Department:

- University Apartments
- On the Route 80 Bus Line

Hours of Work:

- Full-time (40 hours/week)
- 7:00am - 3:30pm, Monday - Friday
- Some overtime may be required.

Dates of Employment: May 18, 2015 - August 21, 2015

Orientation Date: May 18, 2015

- Report at 7:00am to: Evan Quilling at the Apartment Facilities Office, 2902 Haight Road, Madison WI 53705

Compensation: $9.45 per hour

Number of Positions Available: 6

Perks:

- Work on campus, close to academic buildings, housing and UW resources
- Enhance your problem-solving and customer service skills
- Sharpen your interpersonal communication skills in a team-oriented workplace
- Gain valuable employment experience
- Work in a fun and challenging atmosphere
- Free parking available to student employees
- On the Route 80 bus line
- University Apartments short-sleeve uniform shirts provided

Required Dress: All employees will wear clothing appropriate for the work planned; some outside work may be required and all clothing must be neat/clean and have no holes/tears.

This consists of the following:

- Shirts may be short sleeve with hemmed sleeves. Sleeveless shirts must have adequate neckline & underarm coverage. All shirts must have full midriff coverage. Shirts must be worn at all times. (Eagles Wing staff must wear shirts with sleeves).
- Shorts should be neatly hemmed and provide adequate coverage, no shorter than mid-thigh (no spandex style or other tight fitting shorts, pants or shirts).
- Footwear must be worn at all times (no open toe shoes).
- Jewelry & piercings may be required to be removed for safety provisions. Logos/graphics/wording on clothing must not be offensive. Tattoos, if visible, must not be offensive.
- A University Apartments photo ID tag must be worn at all times.
Job Duties:

University Apartments is committed to demonstrating our Division of University Housing Core Values: Care in how we approach people and our work; Creativity, Excellence; Integrity; Optimism, focusing on opportunities and positive outcomes; Respect; and Stewardship of human, financial and natural resources. Below is a list of job responsibilities:

- Preparation of surfaces (walls, ceilings, doors, etc.) for painting; scraping, sanding, cleaning of cabinets, doors, door frames, window sashes, window casings, wood shelves, handrails, baseboard trim, heating convector covers, appliances, plaster walls and ceilings; moving, stacking and protection of furniture as needed.
- Protection of floor coverings and other items adjacent to the areas to be painted with drop cloths and/or plastic sheeting; masking off areas as required.
- Assist painters in relocating materials and supplies.
- Preparation of surfaces for floor coverings; remove baseboard trim, relocate appliances, and remove damaged areas as needed.
- Removal of caulking as needed.
- Installation of interior doors, closet doors, door guides and stops and thresholds.
- Assist carpenters with demolition projects as needed.
- Assist carpenters in relocating materials and supplies.

Special Requirements:

- Frequent lifting of objects weighing up to 50 pounds is required.
- Standing or working in one spot for long periods of time; bending, stooping and squatting is required.
- A valid unrestricted driver’s license which meets UW Risk Management standards is required.

Application instructions: To apply, go to https://onlineservices.housing.wisc.edu/hronlineapp/index.jsp (under Summer 2015) to submit your online application. Include a résumé, work history and references.

Deadline Date: Apply by 11:59pm on Friday, March 13, 2015 to ensure priority consideration.

Exceptions to the above information will be considered on a case by case. Contact University Housing Human Resources at hr@housing.wisc.edu.

University Housing values diversity and is an Equal Opportunity/Affirmative Action Employer.