Custodian - Early Summer Only
Residence Hall Facilities

Department: Residence Halls Facilities


Compensation:
• New: $9.45 per hour

Hours:
• Fulltime 40 hours per week 7:30AM–4:00PM Monday—Friday, some overtime hours.
• Orientation is held on Monday, May 16, 2016
• Orientations are mandatory. Failure to begin employment on the scheduled orientation date will result in loss of employment.

Qualifications:
• Satisfactory results of a confidential criminal background check may be required.
• Must be able to regularly lift objects weighing approximately 50 lbs.

Position Summary: Student Custodians provide a safe and clean environment for customers to live, study, and play while providing excellent customer service. Prepare rooms for conference guests, including making beds; dust, sweep, and mop rooms, restock closets, towels, and linen. University Housing cleans to APPA Level 2–Ordinary Tidiness.

Supervisor: This position is supervised by the unit Building Supervisor.

Responsibilities:
Division of University Housing is committed to demonstrating our Core Values: Care in how we approach people and our work; Creativity in solving problems; Integrity in our interactions with staff and customers; Optimism, focusing on opportunities and positive outcomes; Respect for the differences, strengths, and potential in people; Stewardship of human, financial and natural resources; and Excellence in customer satisfaction and communication.

• Attend centralized and in-unit trainings.
• Be professional and helpful at all times, communicate clearly and accurately, report building maintenance issues, follow-up with customers as needed.
• Perform and complete the following:
  o Various cleaning tasks, including grounds work and moving furniture.
  o Major cleaning resident rooms, including removing trash, scrubbing walls, furniture, floors, refrigerators,
  o Preparing rooms for conference guests, including making beds; dust, sweep, and mop rooms, restock closets, towels, and linen
- General custodial cleaning including washing linen, empty trash and recycling; vacuum; spot wash, wash and major clean walls; change light bulbs; clean toilets; clean and wash sinks, windows, mirrors, showers, and stairwells; clean offices; scrub, strip, seal, wax, and buff floors; clean fixtures, ceilings, trash containers, dressers, and tables; event set-ups and tear-downs.
- Executing assigned projects independently or with others e.g.: turnovers, parking staffing, set-ups/take-downs, supply/linen organization, carpet and hard-surface floor maintenance/care, and other projects as assigned.
- Other duties as assigned.

**Knowledge & Skills:**
- Ability to collaborate and communicate with a variety of people.
- Ability to work independently and collaboratively.
- Leadership and organizational skills.

**Application Instructions:**
- To apply, go to [https://onlineservices.housing.wisc.edu/hronlineapp/index.jsp](https://onlineservices.housing.wisc.edu/hronlineapp/index.jsp) (Summer 2016) and submit your online application.
- **Priority consideration deadline is 11:59pm on Wednesday, March 30, 2016.**

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