

## POSITION OPENING

|                    |   |                   |                   |
|--------------------|---|-------------------|-------------------|
| <b>POSITION:</b>   | <b>HOUSEKEEPING AIDE</b>                  | <b>STATUS:</b>    | <b>FULL TIME</b>  |
| <b>DEPARTMENT:</b> | <b>FACILITIES MANAGEMENT</b>              | <b>HRS/PAY:</b>   | <b>75.0 HOURS</b> |
| <b>SUPERVISOR:</b> | <b>BARBARA STEWART<br/>CARRIE BARNETT</b> | <b>JOB GRADE:</b> | <b>S-1</b>        |

### RESPONSIBILITIES

Full time position is available working in the Housekeeping Department primarily on the evening shift working from 3P-11P and 5P-1A on rotating schedules as assigned. Position includes weekends and holidays as scheduled. Other shifts may be required as needed or scheduled. Previous housekeeping experience preferred. State Police Criminal background check required.

**PHYSICAL DEMANDS:** The job requires a considerable amount of walking, kneeling, squatting, stooping, physical cleaning chores, ascending and descending two flights of stairs while cleaning the steps, and moving and lifting up to 25 - 30 lbs at most. Hazards include possible irritations from strong disinfectants and cleaning solutions.

### JOB DESCRIPTION

Job description outlining responsibilities and qualifications is available in Human Resources. Application for the position indicating qualifications can be written or e-mailed and must be submitted to Barb Kostok, Human Resource Director.

**Date Needed To Start:** As Soon As Possible

**Posting Period:** 03/24/21 - 03/29/21

**Application Deadline:** Noon: 03/30/21