

## POSITION OPENING

<b>POSITION:</b>	<b>HOUSEKEEPING AIDE AND/OR ASSISTANT SPVR</b>	<b>STATUS:</b>	<b>FULL AND PART TIME</b>
<b>DEPARTMENT:</b>	<b>FACILITIES MANAGEMENT</b>	<b>HRS/PAY:</b>	<b>75.0 HOURS-FT PT - HRS WILL VARY</b>
<b>SUPERVISOR:</b>	<b>CARRIE BARNETT SEAN OLEXO</b>	<b>JOB GRADE:</b>	<b>S-2</b>

### RESPONSIBILITIES

Full and/or part time Housekeeping Aide positions are available working in the Housekeeping Department working as needed on primarily the afternoon and night shifts. Consideration of implementing one of the available positions as an Assistant Housekeeping Supervisor is being determined. The evening shift is primarily 3P-11P and 5P-1A on rotating schedules as assigned. This position is primarily nights, but day shifts may be assigned as needed or scheduled. Positions include weekends and holidays as scheduled. Previous housekeeping experience preferred. State Police Criminal background check required. Individual will be required to pass a fit test for a respirator due to cleaning COVID-19 rooms.

**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:** 10/08/21 - 10/12/21

**Application Deadline:** Noon: 10/13/21