

## ANNOUNCEMENT OF TECHNICAL SERVICE JOB VACANCIES

These **JOB VACANCY ANNOUNCEMENTS** are made in accordance with Article XII of the Union-University agreement, effective July 1, 2006. Current shift and building location is included. In the absence of any applicants who meet the stated minimum requirements for an announced job in Grades 5 through 1, extended learning periods may be provided for individuals who do not meet the minimum requirements. If you are interested in being considered for these positions, call The Employment and Compensation Division, 863-0304. **DO NOT GO DIRECTLY TO THE WORK UNIT OR TO THE EMPLOYMENT AND COMPENSATION DIVISION.**

Bids for these positions will be accepted from 8:00 a.m., **TUESDAY, FEBRUARY 9, 2010** until 5:00 p.m., **MONDAY, FEBRUARY 15, 2010.**

### THESE JOBS ARE OPEN FOR BIDDING TO BARGAINING UNIT EMPLOYEES ONLY

#### JOB TITLE - JOB NUMBER

#### GRADE

#### WORK UNIT

Residence Hall Utility Worker (T- 31601)

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Housing

**BRIEF STATEMENT ABOUT THE JOB:**\* Empty and clean waste containers. Remove and dispose of all trash and debris from building. Move bags and carts of accumulated linens to locker or to receiving areas for pickup. Clean floors and stairs by sweeping, wet and dry mopping, scrubbing or vacuuming, as instructed. Clean carpets using vacuum cleaner and rug shampooer. Move furniture and other items to and from receiving storage and/or use areas to allow for cleaning, repairs, transfer, set-up, etc. Assemble and disassemble furniture such as double-decker beds, desks, etc. Shovel snow, spread sawdust or calcium and sweep outside buildings as directed. Report maintenance problems, unusual conditions, damages and losses to Supervisor. Turn in found items immediately to Supervisor. **JOB REQUIREMENTS:** Requires the ability to read, write and follow instructions; plus over 1 and up to 2 months of effective experience.

**NOTE: MAY BE TEMPORARILY ASSIGNED TO RESIDENCE HALL PROJECT WORKER, GRADE 9, DURING CERTAIN TIMES OF THE YEAR.**

**SHIFT:** 8:00 a.m. to 4:30 p.m.  
Wednesday, Thursday and Friday  
6:00 a.m. to 2:30 p.m.  
Saturday and Sunday

**LOCATION:** West Halls

**DAYS OFF:** Monday and Tuesday

#### JOB TITLE - JOB NUMBER

#### GRADE

#### WORK UNIT

Laundry Worker (T- 31600)

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Hospitality Services

**BRIEF STATEMENT ABOUT THE JOB:**\* Receive, sort, and check soiled linen and uniform counts. Report discrepancies to supervisor. Mark and repair uniform and linens using hot patch processes. Shake out, hang, feed, withdraw and assemble dresses, shirts, and other uniform items processed through the garment (hot box) unit. Assist in maintaining the laundry in a clean and orderly condition. **JOB REQUIREMENTS:** Requires reading, writing, adding, subtracting, and the carrying out of instructions; plus up to and including 3 months of effective experience.

**SHIFT:** Various  
**DAYS OFF:** Various

**LOCATION:** Laundry Building

THE UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE AGAINST ANY PERSONS BECAUSE OF AGE AS DEFINED BY LAW, ANCESTRY, COLOR, DISABILITY OR HANDICAP, NATIONAL ORIGIN, RACE, RELIGIOUS CREED, SEXUAL ORIENTATION OR VETERAN STATUS.