

## 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 16, 2010** until 5:00 p.m., **MONDAY, FEBRUARY 22, 2010.**

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

<b>JOB TITLE - JOB NUMBER</b>	<b>GRADE</b>	<b>WORK UNIT</b>
Plumber-Fitter (T-31632)	3	Office of Physical Plant

**BRIEF STATEMENT ABOUT THE JOB:**\* Perform assigned piping and plumbing installations on a wide variety of systems and equipment. Install, repair, and maintain a wide variety of plumbing and piping components including steam distribution and return lines, water lines, deep well pumps, hot water lines, air and pneumatic lines, gas lines, effluent lines, sewer lines, etc. Perform inspections, maintenance and housekeeping programs on tunnels, and other assigned areas. Install, repair, and maintain all types of plumbing and piping materials and components used on campus, including glass, dura-iron, PVC, copper, steel, cast iron, terra-cotta, transite piping; operate various types of hand and power tools. Operate motor vehicle as required. **JOB REQUIREMENTS:** Requires the use of advanced shop mathematics together with the use of complicated drawings, specifications, charts, tables, handbook formulas, all varieties of precision measuring instruments and/or the use of broad training in a recognized trade; equivalent to complete, accredited, indentured apprenticeship; plus over 1 year up to and including 3 years of effective experience.

**SHIFT:** 6:00 a.m. to 4:30 p.m.

**LOCATION:** Renovation Services

**DAYS OFF:** Friday, Saturday and Sunday

**2 VACANCIES**

<b>JOB TITLE - JOB NUMBER</b>	<b>GRADE</b>	<b>WORK UNIT</b>
Maintenance Worker, Labor & Equipment (T-31637)	7	Office of Physical Plant

**BRIEF STATEMENT ABOUT THE JOB:**\* Perform duties of central labor crew. Move furniture, machines, equipment and construction material; unload trucks. Assist trades person in the placement or removal of transformers, heat exchangers, research material; handle materials for repair, construction and alteration of buildings and/or grounds. Perform rigging and handling of material and equipment being moved and/or removed by crane at various job sites or University locations; escort cranes through traffic by directing traffic and securing area. Deliver lab and research equipment and materials. Operate pavement breaker, air compressor, tamper, and ditch witch; use various hand and power tools, such as reciprocating saws, hammer drills, shot blasters, compressors and jackhammers. Perform demolition operations; remove old floors, walls and duck work in building alterations; clean and remove debris. Drive truck as required. Perform routine maintenance such as checking oil, gas, tires, water, batteries, etc. Operate forklift, skid loader, dump truck, front-end loader, bucket truck, high reach and related equipment. Procure, load, deliver and unload materials, stock and supplies as directed. Charge stock to proper departmental budget; check material for quality, kind, type, condition and size. Prepare paperwork for inventory control. Deliver, assemble, erect, secure, disassemble and remove scaffolding, staging and ladders. Dig holes, trenches, ditches; erect barricades and safety fences at job sites; rake and shovel soil for landscaping. Remove asbestos floor tiles and perform cleaning operations of asbestos-contaminated work area; operate HEPA-filtered vacuum and negative air-machine; use various hand tools, such as knives, putty knives, etc.; collect, tag, record and transport waste to designated area. Erect three-stage asbestos containment chambers as directed; post signs and/or barricades according to standard procedure to ensure that asbestos removal area is closed to unauthorized personnel. **JOB REQUIREMENTS:** Requires reading, writing, adding, subtracting and the carrying out of instructions; medical monitoring; annual re-certification; PA CDL Class B License; plus over 6 months up to and including 9 months of effective experience.

**NOTE: THIS POSITION IS SUBJECT TO FEDERAL DEPARTMENT OF TRANSPORTATION TESTING FOR ALCOHOL AND CONTROLLED SUBSTANCES (49 CFR PART 40), AND PHYSICAL EXAMINATION REQUIREMENTS AS PER 67 PA. CODE 231.85.**

**NOTE: MUST OBTAIN ASBESTOS WORKER'S LICENSE (WITH ANNUAL RE-CERTIFICATION AND MEDICAL MONITORING) WITHIN 6 MONTHS OF HIRE DATE.**

**NOTE: EMPLOYEE MUST BE ABLE TO WEAR A RESPIRATOR AND WILL BE SUBJECT TO MEDICAL CLEARANCE.**

**SHIFT:** 6:00 a.m. to 4:30 p.m.

**LOCATION:** Renovation Services

**DAYS OFF:** Friday, Saturday and Sunday

**PAGE 2**

**JOB TITLE - JOB NUMBER**  
Beverage Mixer (T-31641)

**GRADE**  
9

**WORK UNIT**  
Hospitality Services

**BRIEF STATEMENT ABOUT THE JOB:**\* Prepare cocktails; make drinks; dispense beverages on tap and in bottles as ordered by customer or cocktail attendant. Operate Micros Point of Sale Machine to list customer drink charges; receive cash; credit card; University charges, and Room charges. Inspect all glassware and bar supplies to insure cleanliness; stock bar with glasses. Prepare requisition slips for various supplies and mixes as needed. Clear and total Micros Point of Sale Machine, deliver register tape and cash register and cash receipts to the front desk. Maintain a clean and orderly bar area. **JOB REQUIREMENTS:** Requires the use of addition, subtraction, multiplication and division including decimals and fractions; simple use of formulas in mixing drinks; use of records in posting and checking reports; plus 9 to 12 months of effective experience.

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

**LOCATION:** Penn Stater Conference Center Hotel

**JOB TITLE - JOB NUMBER**  
Janitorial Worker (T-31635)

**GRADE**  
10

**WORK UNIT**  
Office of Physical Plant

**BRIEF STATEMENT ABOUT THE JOB:**\* Collect waste from work area; mop floors, vacuum rugs and clean stairways. Clean restrooms, polish furniture. Lock doors, windows; maintain materials used to perform work in a clean and orderly condition. **JOB REQUIREMENTS:** Requires the ability to read, write and follow instructions; plus up to 3 months of effective experience.

**NOTE: THIS FACILITY WILL BE TEAM-CLEANED, SO A STRONG DESIRE TO WORK ON A TEAM AND GOOD INTERPERSONAL SKILLS ARE ESSENTIAL.**

**SHIFT:** 5:00 p.m. to 1:30 a.m.  
**DAYS OFF:** Saturday and Sunday

**LOCATION:** Various

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.