

## ANNOUNCEMENT OF A TECHNICAL SERVICE JOB VACANCY

This **JOB VACANCY ANNOUNCEMENT** is 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 this position, 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 this position will be accepted from 8:00 a.m., **TUESDAY, FEBRUARY 23, 2010** until 5:00 p.m., **MONDAY, MARCH 1, 2010.**

### THIS JOB IS OPEN FOR BIDDING TO BARGAINING UNIT EMPLOYEES ONLY

<b>JOB TITLE - JOB NUMBER</b>	<b>GRADE</b>	<b>WORK UNIT</b>
Environmental Health Worker (T-31671)	10	Student Activities

**BRIEF STATEMENT ABOUT THE JOB:**\*Dust, dust mop and wet mop floors. Spot clean and vacuum rugs, runners, etc. Rotate runners and clean stairways. Wash glass, mirrors, interior window light fixtures, wainscoting, railings, toilet fixtures, etc. Clean restrooms and stock dispensers. Clean glass in front, side and back entrances. Empty waste cans. Change bed linens. Clean floors, furniture and equipment in rooms within the Health Center as assigned by supervisor. Prepare beverages as required following package instructions under supervisor's direction. Pick-up and deliver supplies, packages, specimens, etc. within the building. Assist in setup and clean-up of chairs, tables, etc. for meetings and other scheduled events. Prepare list of items needed from supply or stockroom. Clean refrigerators, freezers and ovens as required. Clean patient isolation rooms following Infection Control Policies and Procedures. Receive, gather, sort, fold and count linen. Operate washer and dryer, mend linen as needed using sewing machine. Dispatch linen daily; distribute laundry within the Health Center. Maintain records of linen and uniform deposits and withdrawals. **JOB REQUIREMENTS:** Requires the use of simple writing, adding, subtracting, whole numbers and the carrying out of instructions; and the use of fixed gauges and direct reading instruments and devices in which interpretation is not required. Up to and including 3 months of effective experience.

**SHIFT:** 7:00 a.m. to 3:30 p.m.  
**DAYS OFF:** Sunday and Monday

**LOCATION:** Student Health Center-University  
Health Services

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.