Temporary Building Attendant II

General Position Responsibilities:

- Perform daily assigned work in public, community, private, and/or connecting bathrooms. Clean and disinfect toilets, urinals, and sinks. Clean and disinfect showers. Sweep and mop floors including disinfecting, polishing faucets and shower controls. High dusting of stalls and exhaust fans grills. Replenish tissue, soap, and bags as needed. Replace shower curtains when needed.
- Clean hallways, lounges, stairwells, and landings, trash collection areas, computer labs, exercise rooms, lobbies, offices, kitchens, meeting rooms, laundry rooms, elevators and landings, and outside public areas daily. Dust and clean all walls, furniture, and appliances as needed. Move and rearrange furniture daily to be setup as scheduled. Do set ups for events.
- Provide set-ups for check in and banquets, rearrange furniture for conferences to meet the needs of the conference as required. Prepare and clean meeting rooms. Service rooms used by conference and set up and clean rooms used by conference. Prepare rooms for fall and summer occupancy.
- Demonstrate excellent interpersonal communication and customer service skills. Communicate with supervisor, staff and student residents regarding needed repairs and work order status. Follow through with the written and oral instructions from supervisor.

Working Conditions:

- May work in all weather conditions. May work in extreme temperatures. May work around chemical fumes. May work around biohazards. May work around chemicals. May work around electrical and mechanical hazards. Use of manual dexterity. Climbing of stairs. Climbing of ladders. Lifting and moving. Pushing, pulling and moving up to 50 pounds; Lifting and moving up to 62 pounds.

Employment Timeframe:

- Up to 40 hours per week
- This is a temporary position
- Anticipated dates:
  - May 7th until August 31st

Work Locations:

- Main Campus (various locations)
- University Apartments

Rate of Pay:

- $11.50 per hour