



ANNOUNCEMENT OF VACANCY

Department of Auxiliary Services

POSITION: Custodian

RESPONSIBILITIES: Assist a team that is responsible to clean common areas, classrooms and other instructional areas, offices, and dorms across the campus.

WORK SCHEDULE: Monday through Friday, 6:00 a.m. - 3:00 p.m., with an hour off for lunch. Occasional evening or weekend time is required to cover for events and activities on campus.

QUALIFICATIONS:

Education: High school diploma or GED

Experience: Custodial experience helpful but not required.

Special Requirements: Ability to perform cleaning procedures in a dependable and conscientious manner. A team player, able to work with others or alone as the situation demands. Good communication and relational skills needed in relating to other staff and building users.

Physical Requirements: Must be able to stand, walk, and bend unhindered. May be required to lift, push, or pull up to 50 pounds. Will need to be on feet most of work time. May be exposed to chemical, mechanical, or electrical hazards. May be exposed to dust, fumes, heat, and odorous working conditions.

INQUIRIES: Application review will begin immediately. Send application, resume, and contact information of three references to:

Human Resources
Eastern Mennonite University
1200 Park Road
Harrisonburg, Virginia 22802
jobs@emu.edu
fax: 540-432-4744

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