



Custodian – Open Pool –

Department: **Physical Plant**
Working Title: **Custodian – Open Pool**
Salary Range: **\$2330 - 3039**
Class: **C4101** Recruitment #: **S-CUS**

This position is an open POOL for Custodians and is represented by the Service Employees International Union/Oregon Public Employees Union. Applicants will need to reapply quarterly in order to maintain an active status within the Custodial pool. Applications should be resubmitted at the beginning of each of the following months to maintain an active status in the pool: January, April, July, and October.

QUALIFICATIONS:

For the safety of the employees/students/staff and community, the employee must be able to speak and understand basic English to the extent they can understand instructions, report hazards, read chemicals and MSDS sheets and work safely in the buildings. Good communication skills and customer service is important.

Applicants must have the physical ability to: Stand, walk, lift, push and pull up to 75 pounds; climb ladders, bend, squat, reach, twist hands, wrists, shoulders, waist, hips, and the repetition of all of the above. Must have good hand dexterity including grasping, holding and repetitive movements to operate and control equipment, carts, squeeze bottles, brooms and mops, etc. in a safe manner. Must have the ability and be willing to wear safety equipment which includes chemical protection, goggles, safety glasses, face shields, respirators, dust masks, ear plugs, earmuffs, hard hats, back support braces for lifting, wrist supports, gloves, protective clothing, rain gear, and protective foot wear.

Applicants must be willing to work shift work, weekends, and overtime. Work hours are irregular, will rotate and change, and require flexible scheduling. Schedules will vary depending on the need of the university.

First Aid certification is desirable. Oregon drivers' license is required to drive state vehicles on campus to empty trash, setups and move chairs, furniture, etc.

Preferred: Previous custodial experience preferred.

The successful candidate for this position will be subject to a Criminal Background check.

DUTIES AND RESPONSIBILITIES:

Daily within the university, perform routine custodial duties; sweep, dust mop, wet mop floors, spot wash walls; clean, disinfect and scrub showers; scrub, polish and wax floors; clean carpet; vacuum and spot clean upholstered furniture and carpets; dust and remove cob webs, clean ash trays, clean lamps and fixtures, wash windows and door glass, empty trash and remove from buildings; clean and sweep building entrances, stairwells and corridors within 20 feet of building; replace light bulbs within step ladder reach in and out of buildings and along cat walks; clean bleachers and aisle ways at athletic and special events; clean and disinfect drinking fountains; clean and dust ledges, sills and flat surfaces; clean chalk/white boards and trays; arrange furniture and chairs in classrooms and leisure areas as part of cleaning duties. Freshen rooms upon request/after use.

Clean and disinfect all assigned restrooms; fixtures, dividers, doors, floors, and walls; clean and shine mirrors and bright work; replenish supplies in restrooms, feminine, and condom product dispensers.

Assist with special campus events, commencement, student functions, athletic and University Center setups, and takedowns of chairs, tables, staging, draperies, etc. Help gather recycling when needed or requested.

Completes other duties within the custodial classification assigned by the supervisor to meet the needs and mission of the University.

WORKING CONDITIONS:

Must be able to work alone; extensive walking and climbing of stairs, prolonged standing and on your feet, extensive physical labor including lifting, bending, stooping, reaching, and manipulating custodial tools and instruments. Must be able to work around chemicals used for cleaning, odors, noise, and heavy building equipment, the cleaning and exposure to bloodborne pathogens, excrement, bacteria, etc. Will periodically work in rain, snow and high heat conditions during inclement weather and university events. Works in environmental stresses, emergency situations and be able to meet deadlines. Must work on wet floors, around dust, fumes, odors, handling chemicals, and cleaning agents.

REQUIRED APPLICATION MATERIALS:

A Western Oregon University Employment Application Form (available electronically at www.wou.edu/classified). Mail or deliver to: S-CUS Custodian – Pool, Human Resources, Western Oregon University, 345 N. Monmouth Ave., Monmouth, OR 97361 or E-mail to: employment@wou.edu or Fax to: 503-838-8144.

***Western Oregon University is an equal opportunity employer
committed to increasing the diversity of its workforce.***