

## **Facilities Worker: grounds, housekeeping, maintenance**

The essential duties of this position are to maintain sanitation and grounds at the University of Maine 4-H Camps at Tanglewood and Blueberry Cove. This position is part-time seasonal (May-October) and is located in Lincolnville and Tenants Harbor, Maine.

The 4-H Camps at Tanglewood and Blueberry Cove provide environmentally-focused programs for Maine youth and families in Lincolnville and Tenants Harbor. Our mission is to teach youth and adults to be effective and caring citizens of the earth through affordable environmental education and fun nature-based experiences.

**Responsibilities:**

* Perform general janitorial duties including: cleaning sinks, toilets, and showers on a daily basis; sweeping and mopping; and ensuring all soap and paper products are regularly stocked.
* Maintain facilities and grounds, including mowing, weeding, gardening, trimming trees, and picking up litter.
* Operate and maintains a variety of vehicles, equipment and tools; complete routine maintenance on equipment, tools, and vehicles.
* Make minor building repairs, move furniture and equipment, and perform related duties.
* Follow proper safety protocols when handling and working with materials and chemicals associated with cleaning.
* Report maintenance issues and equipment failures as appropriate.
* Maintain inventory within assigned area of responsibility.
* Adhere to safety procedures, including reporting mechanical and/or safety issues.
* Perform other duties of a similar nature as assigned.

**Qualifications:**

* Ability to follow directions and work independently
* Ability to provide exemplary customer service
* Ability to perform manual labor
* Ability to understand Material Safety Data Sheets
* Ability to pass required safety training
* Communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction

Positions in this class typically require: Ability to perform physical activities that require talking, hearing, seeing and considerable and repetitive use of arms and legs and moving entire body, such as reaching, standing, walking, fingering, grasping, feeling, climbing, lifting, bending, balancing, walking, stooping, and handling of materials. Heavy work: The ability to lift up to 50 pounds frequently, and/or in excess of 20 pounds of force constantly to move objects. Lifting and exerting forces more than 50 pounds requires assistance by other employee(s) or mechanical assistance. Individual forces must never exceed 50 pounds. Incumbents may be subjected to moving mechanical parts, vibrations, fumes, odors, dusts, poor ventilation, chemicals, and/or oils.

**Compensation:**

* Part-time, 30 hours per week
* $16.17 per hour (pre-tax)
* Benefits include: optional rustic housing, meals during programming

In complying with the letter and spirit of applicable laws and pursuing its own goals of diversity, the University of Maine System does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender, gender identity or expression, ethnicity, national origin, citizenship status, familial status, ancestry, age, disability physical or mental, genetic information, or veterans or military status in employment, education, and all other programs and activities. The University provides reasonable accommodations to qualified individuals with disabilities upon request. The following person has been designated to handle inquiries regarding nondiscrimination policies: Director of Equal Opportunity, 5748 Boudreau Hall, Room 101, Orono, ME 04469-5754, 207-581-1226, TTY 711 (Maine Relay System).