

MANUAL  Student Employment Career Services	SECTION  Student Job Description	PAGE 1 / 1 REVISIED 5/21
SUBJECT  <b><i>Student Building Service Aide</i></b>	RANK  x275	GROUP  II

DEFINITION:

Under supervision from a Custodial Supervisor or a Building Service Foreman, a student will usually perform general cleaning services on a routine basis that will include all or part of the following duties:

- (a) Dust mop and wet mop floors.
- (b) Vacuum carpet.
- (c) Dump waste and replace waste can liners.
- (d) Clean and dust furniture, exhibit cases, fixtures, windows, doors, trim, and related furnishings.
- (e) Transport equipment and supplies to work areas.
- (f) Assist in room set ups which can include moving furniture
- (g) Assist with inventory of departmental furniture, linen, supplies, etc.

BASIC QUALIFICATIONS:

Must be physically able to perform simple lifting and moving tasks. Able to work independently and in a group setting.