

MANUAL		SECTION	NUMBER 1
Student Employment Office Career Services		Student Job Description	PAGE 1 / 1
SUBJECT		RANK	REVISED 5/21
<b>Student Maintenance Laborer IV</b>		x	GROUP IV

**DEFINITION:**

This position is specifically established for units that report to the Vice Chancellor for Administrative Services.

Under the direct supervision of a status University Civil Service Personnel, a student usually performs the following duties:

- (a) Responsible for daily clean up of trash and debris from assigned area. Tasks include:
  - sweeping assigned areas, stairs, ramps, and curbs to remove trash and debris.
  - raking areas under trees and bushes to remove litter.
  - power vacuuming areas as needed.
- (b) Responsible for emptying waste cans and replacing receptacles with new liners. Removed trash should be taken to the nearest dumpster.
- (c) As directed, wash down sidewalks, surfaces, and stairways with hoses or power washing equipments.
- (d) Assist with shoveling snow and ice from sidewalks, ramps, decks, and handicapped areas as directed.

**BASIC QUALIFICATIONS:**

The position requires the ability to use various hand tools such as shovels, rakes, brooms, etc. In addition, the position requires the use of smaller mechanized equipment such as lawnmowers, power vacuums, and sweepers. There are a number of tasks to be performed which require strength and dexterity. Ability to lift 80 pounds, and using a variety of heavy hand tools are expected in the position.

All of the position's tasks are to be performed outside, regardless of weather conditions. Extreme weather conditions may be encountered. Unpleasant tasks, especially during cleaning, may be necessary.

**QUALIFICATIONS FOR STARTING AT STEP B:**

Basic qualifications plus an additional year as a Student Maintenance Laborer or two years of comparable experience related to the duties performed.