

California State University, Fresno Association, Inc.

CUSTODIAN – UNIVERSITY STUDENT UNION

JOB ANNOUNCEMENT #21-276

POSITION SUMMARY:	Part-time, non-benefited position for the California State University, Fresno Association – University Student Union. This position will work Monday through Friday from 6:00 am – 11:00 am or from 8:00 pm – 2:00 am. Morning or graveyard shift will be determined based on availability and business needs. The position will work a maximum of 20-25 hours per week. The University Student Union (USU) is commonly referred to on campus as the home for campus life, supporting the educational mission of the University by providing an environment in which all students have an equal opportunity for personal development. The facility houses conference rooms, social and study lounges, Food Court, Information Center, Recreation Center, multi-purpose events hall; Student Life and Development, Student Government, PR/Graphics, Student Leadership Center, Pavilion space with retail outlets, outdoor and social space and administrative offices.
ESSENTIAL JOB FUNCTIONS:	Under the general supervision of the Custodial Supervisor, this position is responsible for performing custodial services in the University Student Union and the Satellite Student Union. The individual in this position will be responsible for a variety of jobs in the USU area which may involve, but is not limited to, the following: <ul style="list-style-type: none"> • Daily facility set-ups of University Student Union and Satellite Student Union, including but not limited to moving, lifting and arranging 600-800 chairs and tables • Daily cleaning of the facilities, including but not limited to offices, hallways, restrooms, conference rooms, recreation facilities, production facilities, lounges, restrooms, walls, and windows • Restocking supplies and emptying trash receptacles • Maintenance as assigned, including reporting broken items (i.e., furniture, etc.) • Locking and unlocking the building in accordance with security procedures as assigned • Assist in set-ups for scheduled events and helps in moving furniture and other office related equipment • Assisting with shampooing furniture and carpets; stripping and waxing floors • Helping perform other duties on the interior and exterior of the facilities • Performing other duties as assigned
POSITION REQUIREMENTS:	<i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i> <ul style="list-style-type: none"> • High School diploma or equivalent. • Knowledge methods, materials, chemicals, disinfectants and equipment used in custodial work. • Ability to stand and walk for extended periods of time • Ability to reach with hands/arms, manual dexterity and hand-eye coordination, stoop, kneel, crouch, crawl and climb • Ability to lift and/or move objects weighing up to 50 pounds and use motorized or electric vehicles/equipment • Specific abilities required by this job include corrected hearing and vision to normal range
COMPENSATION:	\$15.00 per hour
DEADLINE:	Application review begins immediately; open until filled
TO APPLY:	Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/ for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person to: California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Ave. (there is no suite number) Fresno, CA 93710 Fax: (559) 278-0988 E-mail completed application & resume to: HRAUX@LISTSERV.csufresno.edu

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>

Employment for this position is by the California State University, Fresno Association, Inc. This is not a State of California position.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.