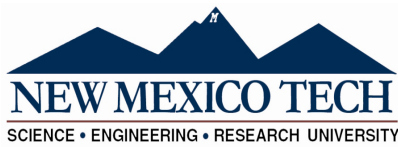


**Posted:** December 2, 2024



## POSITION ANNOUNCEMENT

**TITLE:** CUSTODIAN III

**DEPT:** FACILITIES MANAGEMENT

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE:** \$17.00

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

**All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.**

**INTERNAL DEPARTMENTAL POSTING THROUGH:** 12/11/2024 CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB DUTIES:

Trains and evaluates activities of a custodial crew. Responsible for training and overseeing Custodian II and I. Oversee Summer dorm cleaning and maintain cleaning schedule.

### JOB FUNCTIONS:

Helps train custodial personnel on procedures, proper equipment operation, and maintenance. Reviews Chemical Safety Data sheets with employees. Cleans assigned building Responsible for maintaining an ongoing floor care and window schedule. Receives supply orders and performs deliveries when needed. Other duties as assigned. (Includes Snow Removal) (Includes being on call)

### REQUIRED QUALIFICATIONS:

Must read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, composition and math. Must have 10 years custodial experience. Must be able to work after hours to oversee special projects and cover for custodians when needed.

### LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

|                 |   |
|-----------------|---|
| 0 - 15 pounds   | F |
| 15 - 30 pounds  | F |
| 30 - 50 pounds  | F |
| 50 - 100 pounds | F |
| 100 + pounds    | S |

**PHYSICAL DEMANDS:**

|              |             |              |              |
|--------------|-------------|--------------|--------------|
| Standing 70% | Sitting     | Walking 10%  | Pulling 10%  |
| Pushing 10%  | Lifting 20% | Stooping 10% | Kneeling 10% |
| Crawling 10% | Climbing 5% | Reaching 5%  | Other        |

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu)