



Southwest Virginia Community College

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Richlands, VA 24641

<http://sw.edu/employment>

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The following positions are open and applications are now being accepted by the College. Appointments are made based on merit and fitness without regard to sex, race, religion, national origin, political affiliation, or physical characteristics.

Housekeeping Worker I

Position Number: wage

MINIMUM SALARY: 8.25

BEGINNING DATE: As soon as possible

JOB DESCRIPTION/RESPONSIBILITIES:

Candidate will be responsible for general housekeeping and custodial duties. Must possess the ability to work with minimum supervision. Employee must be able to maintain acceptable daily sanitation standards in any given area which meets local, state, and federal requirements. Candidate responsibilities include mopping, vacuuming, dusting and buffing floors, trash removal, cleaning restrooms and windows, and stripping and refinishing floors. Must follow the college's policies and procedures. Must participate in all mandated training offered by the department and/or college. Must maintain behavior appropriate for the college. Responsible for the care and handling of housekeeping equipment, supplies, and assigned keys. This is a part-time, 29-hour per week position.

QUALIFICATION:

Excellent customer service and communication skills. High School Diploma or GED preferred. Basic computer skills required. Commercial/industrial cleaning experience preferred. Ability to follow instructions; to lift and transport objects weighing up to 40 pounds; to stoop, bend, walk, and stand for extended periods of time; to work in all weather conditions; to safely and efficiently operate electrically powered and manual cleaning equipment. Manual dexterity, coordination, and skillful use of hands for working with equipment required. Must possess valid drivers license. Employment is contingent upon successful completion of background check.

TO APPLY:

Applications will only be accepted online through the Recruitment Management System at <https://virginiajobs.peopleadmin.com>

Resumes may not be substituted for the application.

REASONABLE ACCOMMODATION UPON REQUEST

DEADLINE: Continuous recruitment

We wish to thank all applicants for their interest and effort in applying for this position, however, only candidates selected for interviews will be contacted.

EMPLOYMENT OPPORTUNITY