



# MVNU Student Employment Job Description

**JOB TITLE: STUDENT HOUSEKEEPER**

**DEPARTMENT: Facilities/ Housekeeping**

**REPORTS TO: Charlotte Skeese, Housekeeping Coordinator or Lead housekeeper**

## REQUIREMENTS

- Excellent communication and interpersonal skills demonstrated by the ability to communicate with managers, co-workers, students and members of the general campus community in a courteous manner
- Demonstrates time management skills with the ability to work with little supervision
- Ability to meet clearly defined University cleaning standards within designated shift
- Ability to work alone or within a team to achieve cleaning standards without constant supervision
- Ability to operate large and small power driven equipment (vacuum sweeper, buffer, etc.)

### Physical Requirements

- Ability to set-up, tear down, move furniture throughout buildings, and lift up to 50 pounds
- Ability to work with standard cleaning chemicals
- Physically demanding, pushing, and pulling heavy objects
- **Expectations:** Provide a professional, organized, and efficient office environment. Exhibit a Christ-like attitude in all assigned duties.
- **Special Requirements:** Reliable transportation to and from the Hub.

### DUTIES (include but not limited to):

- Cleans areas such as classrooms, kitchens, living spaces, laboratories, lobbies, locker rooms, stairways, corridors and elevators.
- Cleans, sanitizes and deodorizes restrooms; restocks supplies.
- Cleans multi-level stairwells, sidewalks and entrance ways.
- Cleaning of glass windows.
- Reports all repairs required and safety and fire hazards to supervisor.
- Removal of trash
- Observes safety standards and practices.
- Other duties as assigned.
- Set-up, tear-down and moving furniture for campus events.

Hours for this position will vary.