SHORT-TERM TEMPORARY HOURLY POSITIONS
MAINTENANCE, CUSTODIAL, GROUNDS POOL

Location: Chaffey College Campuses (Rancho, Fontana, Chino)
Start Date: To be determined
Hourly Rate: To be determined
Working Hours: Hours will vary

Maintenance duties include:
• Performing routine repair and maintenance of various systems including plumbing & electrical and their associated fixtures and components;
• Performing drywall repair/painting;
• Monitoring and maintaining other related District systems and/or equipment; and
• Performing other general maintenance tasks as assigned.

Skills required:
• Experience in general maintenance and repair of plumbing, electrical systems, drywall, and painting;
• Ability to follow oral and written directions, work independently, and maintain effective working relationships.

Custodial duties may include:
• Assisting with general facilities maintenance such as dusting, sweeping, mopping, and vacuuming.
• Assisting with restocking soap and paper products, emptying, cleaning, and sanitizing waste containers, and cleaning writing boards, surfaces, trays, and erasers.
• Cleaning restrooms, classrooms, meeting rooms and offices.
• Assisting with furniture and equipment moves and set ups.
• Sweeping walks and entrances; picking up litter.
• Operating equipment such as vacuum cleaners, carpet cleaning machines, hot pressure washers.
• Perform other related duties as assigned.

Skills required:
• Ability to follow oral and written directions, work independently, and maintain effective working relationships.

Grounds duties may include:
• Lawn, shrub, and planter maintenance.
• Assisting with repair and maintenance of irrigation systems.
• Assisting with athletic field preparations.
• Assisting with cleaning and maintenance of tools and equipment.
• Assisting with general grounds clean-up such as raking leaves and vegetation debris, picking up trash, sweeping sidewalks, cleaning gutters and downspouts.
• Perform other related duties as assigned.

Skills required:
• Ability to use standard grounds maintenance tools and equipment.
• Ability to do strenuous physical work for extended periods of time, including stooping, lifting, and digging activities.
• Ability to follow oral and written directions, work independently, and maintain effective working relationships.

Scheduling and Other Requirements
• Workdays and number of hours per day will vary dependent upon need of the department.
• Successful completion of a background check.
• Possession of a valid California Driver’s License may be required.
• Ability to pass functional capacity test (physical agility exam) may be required.
• Depending on position, incumbents are routinely exposed to chemicals used in industrial cleaning and pest control; to noise from machines such as vacuum cleaners and carpet shampoo machines; and to unsafe or unsanitary conditions that they are assigned to correct.
• Depending on position, there may be exposure to other chemicals being used in assigned work areas, such as paint fumes from chemistry and other lab areas. There is potential exposure to fire and chemicals used in fire extinguishers and to security problems in isolated buildings.
• Depending on position, may perform strenuous physical work in unfavorable weather conditions, and require work with potentially hazardous chemicals such as pesticides.

APPLICATION PROCESS:
Application must be filled out completely and in detail using the Chaffey College Online Application website. Please do not include any additional documents other than an optional resume.

For additional information, please contact the Office of Human Resources (909) 652-6528.

Chaffey College is committed to equal employment opportunity
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