The Rio Meigs Center invites applications for the position of Custodial/Maintenance Worker to be responsible for general custodial and maintenance duties at the Bernard V. Fultz Meigs Center in Pomeroy, Ohio. This part-time (20 hours/week), twelve-month hourly position is available immediately.

The Custodian/Maintenance Worker will be responsible for general repair, exterior lawn & parking lot care, and interior janitorial duties. Principal duties include, but are not limited to: maintaining grounds by cutting grass, trimming trees and shrubs, applying fertilizer or weed control; collect refuse from grounds and buildings; operate mowers and other yard equipment; plant shrubs and other plants as needed; performs basic maintenance tasks in all areas of the facility; operate snow removal equipment; perform duties of custodian including cleaning, sweeping, mopping, buffing and waxing floors, cleaning restrooms, etc., painting, maintaining lawn equipment, and performing general on-site maintenance duties.

POSITION QUALIFICATIONS:
High school diploma or GED; three (3) to five (5) years related experience, must possess a valid driver’s license and have a good driving record; must be available to work overtime and work flexible hours (especially for weather related and emergency need), must be able lift at least 80 pounds, and work outside in inclement weather; must have strong attention to detail and be able to work independently.

APPLICATION INSTRUCTIONS:
All applicants must submit a letter of interest which highlights their skills, a resume and the names of three references to the following:

Rebecca Long
Vice-President of Administration
Rio Grande Community College
42377 Charles Chauncey Dr
Pomeroy, OH 45769
E-mail: rlong@rio.edu
Fax Number: 740-992-1898

Review of applications will begin immediately. Position is open until filled. Background check required prior to hire. For additional information, please visit: www.rio.edu.