

Housekeeper  
North Carolina A & T State University

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Posted Jan. 8, 2021, set to expire May 10, 2021

<b>Job Title</b>	Housekeeper
<b>Department</b>	Housekeeping Services
<b>Institution</b>	North Carolina A & T State University Greensboro, North Carolina
<b>Date Posted</b>	Jan. 8, 2021
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Classified Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
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<b>Job Description</b>	

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To perform all duties as assigned including - Make sure all areas of the assigned building(s) (inside and outside) are clean, neat, tidy and sanitary. General responsibilities include vacuum, dust, mop, wax and buff floors, clean windows and blinds, move furniture, sanitize restrooms, collect and sort recyclables, and perform special cleaning projects. Perform various cleaning tasks such as replenish paper supplies and soap in toilets, clean woodwork and baseboards, shift furniture to clean area, make minor repairs and report other repairs (replace light bulbs and fluorescent tubes, etc.), shovel snow from walks and drive as assigned. This position operates motorized cleaning equipment (vacuum cleaners, wet vacs, buffers, scrub machines, etc.) and performs preventive maintenance on cleaning equipment to ensure operable. Position must be skilled to strip wax, buff and care for tile and terrazzo floors. Apply workplace safety techniques while completing daily duties which may include mixing and use of chemicals. The applicant must be physically able to assist in setting-up tables and chairs as needed. The incumbent performs related duties as required to maintain a healthy environment. Performs work and completes duties with others in a courteous manner. Work is performed under the supervision of a Zone Manager.

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**