

Custodian Lead (5113C), International House - 73992
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=247871>

Downloaded On: Oct. 31, 2024 8:18am

Posted Oct. 30, 2024, set to expire Feb. 26, 2025

Job Title	Custodian Lead (5113C), International House - 73992
Department	International House
Institution	University of California, Berkeley Berkeley, California
Date Posted	Oct. 30, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Facilities/Maintenance/Transportation
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and

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commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

Truly a unique and inspirational organization, International House is committed to fostering intercultural respect and leadership skills to promote an equitable, peaceful world. Originally founded in 1930, International House remains a vibrant community, affiliated with the University of California, Berkeley. International House promotes lifelong friendships and learning throughout a vastly multicultural community, promoting greater understanding and acceptance. International House is also home to the Robertson Center for Intercultural Leadership and Programs (RCILP), a center for programming and training to cultivate leadership, understanding, and cross-cultural collaboration. Through RCILP, students are provided the opportunity to broaden their knowledge and skills in engaging with various cultures, building diverse teams, leading inclusivity, and creating a culture of belonging. Approaching its centennial anniversary, I-House is positioned in a crucial space to continue broadening perspectives in our increasingly global world. At International House, we believe that the world is more peaceful when we embrace diversity. We seek, value, and are committed to hiring talented and qualified individuals from diverse backgrounds. We celebrate all our differences and foster inclusion across, but not limited to, race, ethnicity, gender identity and expression, sexual orientation, age, religion, ability, parental status, and experience.

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Position Summary

The purpose of this position is to act as the primary liaison for the custodial team. Participate in the interview process for new custodial hires. Communicate safety and operational concerns to the Unit Safety Committee Representatives. Collaborate with the manager to conduct safety inspections of the unit. Serve as a liaison with the Housing Custodian Supervisor for projects impacting International House. Engage in professional development and perform other assigned duties.

Application Review Date

The First Review Date for this job is: 11/11/2024.

Responsibilities

- Explains assignments and work tasks to Custodians, including the setting up and dismantling of special equipment.
- Recommends hiring selections among job applicants; ensures that new and existing staff receive proper training; makes daily work schedules and assignments; reviews work performed at various stages and upon completion; recommends personal actions.
- Have security responsibility for one or more assigned areas.
- Sweep and mop stairs, hallways and outside areas.
- Dust, clean, wax and/or polish furniture, woodwork, light fixtures, venetian blinds, radiators, grills, ducts, blackboards, filing cabinets and other designated area of equipment.
- Empties wastebaskets and recycling containers.
- Mop, clean and disinfect restrooms, shower rooms, locker rooms with responsibility to replenishing supplies.
- Wash doors, glass, mirrors, showcases, glass panels, inside windows and outside windows at ground level.
- Polish metal fixtures, empty and clean ashtrays, wastebaskets and other receptacles.
- Unclog minor drain stoppages.
- Vacuum rugs, draperies, upholstered furniture, mattresses, pillows or other designated materials.
- Operates floor buffers, shampoo machine, wet/dry vacuums, waxers, floor scrubbing and/or polishing machines during stripping, waxing, buffing and/or other related cleaning operations.
- Load and/or unload large trash receptacles.

Required Qualifications

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- Proficient skills to read, write, listen to communicate technical and safety instructions; prepare and write reports.
- One year of custodial experience; or an equivalent combination of education and experience.
- Demonstrated skills in interpersonal communications and customer service to interact with the International community at all levels.
- Ability to operate a wide variety of custodial equipment with proficiency.
- Basic skills to evaluate, trouble-shoot inquiries, establish priorities and follow plans.
- Ability to instruct and mentor lower level staff.
- Ability to perform basic arithmetic calculations.

Salary & Benefits

This is a 100% full-time (40 hrs a week) non-exempt career position, which is paid hourly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted hourly range that the University reasonably expects to pay for this position is \$24.06 (Step 1) - 30.52 (Step 13).

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

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This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal Employees (AFSCME). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

- This is not a visa opportunity.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the

https://apptrkr.com/get_redirect.php?id=5762890&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

Contact Information



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

Contact

N/A

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