SET-UP CUSTODIAN

The position of Set-up Custodian is to assist the faculty, staff and students of Midland College with set-up arrangements for college functions.

RESPONSIBILITIES:
- Set-up tables, desks, and chairs for scheduled functions some which may require overtime
- Perform work requests as assigned
- Must be able to schedule events and tasks in an orderly fashion
- Follow proper lifting and carrying techniques
- Must follow safety guidelines
- Other duties as assigned

QUALIFICATIONS:
- High school diploma or equivalent
- Valid Texas Class “C” driver license and be insurable on Midland College’s auto insurance policy
- Must be able to understand written set-up instruction
- Any combination of furniture moving and scheduling totaling one year experience
- Must be able to lift 90 pounds, climb stairs, and operate mechanical equipment
- Must follow safety guidelines; Must utilize proper lifting and carrying techniques
- Operation of mechanical equipment
- Must be able to understand written set-up instructions

SALARY:
$2,352.58 per month. May require overtime. Excellent fringe benefits. Position will remain open until filled.

APPLICATION:
Interested candidates should send a resume and completed official application. Applications should be sent to:

Natasha Morgan  
Director of Human Resources/Payroll  
Midland College  
3600 N. Garfield  
Midland, Texas 79705  
(432) 685-4532

Midland College Is an Equal Opportunity Employer
This position is security sensitive and subject to Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. An employment offer is contingent on completion of a satisfactory criminal background investigation.