Part-Time Maintenance Helper

CONTEXT OF THE JOB
Under the supervision of the Parking Facilities Coordinator and the direction of the Parking Enforcement Representative (PER) assigned to maintenance, performing routine and diverse duties related to the maintenance and upkeep of University of Delaware parking facilities including, but not limited to sign/sign post installation, striping of parking lots, scarifying of paint on pavement, operating a leaf blower or other equipment to remove debris from parking facilities.

MAJOR RESPONSIBILITIES:
Depending on assignment, the following are typical examples of work:
• Daily, before the start of the business day, inspect the gate arms on all surface lots to ensure they are in working condition
• Inspect and troubleshoot equipment such as resetting parking pay kiosks on a daily basis.
• Assist with the daily update of the count system on pay lots and surface lots on campus.
• Perform daily cleaning activities such as picking up debris in all three parking garages on campus.
• Wipe down all kiosks on campus on a weekly basis.
• Complete a monthly fire extinguisher and lighting inspection report.
• Support the assigned PER with minor repairs of within the parking facility such as repairing broken gate arms or filling in potholes with cold patch material.
• Report and remove any graffiti in parking lots/ parking garages
• During the summer months other duties will include
  o Power wash the decks of all three garages on campus.
  o Assist with striping and touch up painting of parking facilities campus wide.
• All other duties as assigned.

QUALIFICATIONS:
• Requires a minimum of a high school diploma or GED.
• Ability to communicate effectively and interact well with people of all ages and diverse backgrounds.
• Must be able to lift 50-75 lbs.

SPECIAL REQUIREMENTS:
• Possession of a valid motor vehicle operator’s license
• Must be able to work under extreme weather conditions
• Mandatory commitment to work the following events/days:
  o Move-In / Move-Out Week
  o Convocation & Commencement Weekend
  o Spring & Fall All Hands Meeting

HOW TO APPLY:
Please apply and upload your resume using the following link:
https://sites.udel.edu/parking/employment-application/
Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment.

The University of Delaware is an Equal Opportunity Employer which encourages applications from Minority Group Members and Women. The University’s Notice of Non-Discrimination can be found at http://www.udel.edu/aboutus/legalnotices.html

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