University of Delaware

Position Title: Part-time Motor Pool Helper  
Department: Transportation Services  
Location: Newark

CONTEXT OF THE JOB:  
Under limited supervision, Assist the Motor Pool Supervisor with all aspects of the Motor Pool operation. A safe, professional, customer service-oriented approach is required at all times.

MAJOR RESPONSIBILITIES:  
Depending on assignment, the following are typical examples of work:
- Fuel vehicles at local gas stations.
- Interior cleaning of the fleet.
- Organize the Motor Pool parking lot.
- Complete the sign out process for customers.
- Report any found damage.
- 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
- Minimum of 10 hours of hands-on training including a 90-day evaluation period

COMPENSATION/HOURS:  
Approximately $15, per hour, based on experience. Maximum of 29 hours/week. This is a part-time, non-benefited position.

HOW TO APPLY:  
Please send resumes to: bus@udel.edu

Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment.

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