

JOB TITLE: Custodian
ROP: \$15/hour
Status: Part Time (30hrs/wk)
Department: Facilities and Maintenance
Schedule: Tuesday-Saturday 2pm-8pm (flexible)



GENERAL DESCRIPTION:

Discovery Center of Idaho's (DCI) mission is to **inspire lifelong interest and learning in science, technology, engineering and math (STEM)**. DCI serves its mission by developing, maintaining, and presenting interactive science exhibits as well as providing on- and off-site educational programs designed for multi-generational audiences.

The Custodian provides support to our Exhibits and Facilities Department by maintaining the facility to provide a clean and safe learning environment for over 100,000 visitors.

DUTIES:

- Clean building floors by sweeping, mopping or vacuuming
- Gather and empty trash
- Service, clean, and supply restrooms
- Clean exhibits
- Clean windows, glass partitions and mirrors
- Dust furniture, walls, machines and equipment
- Touch up paint of walls and doors
- Power Washing building
- Steam-clean or shampoo carpets
- Clear debris from parking areas and grounds
- Notify managers concerning the need for major repairs or additions to building operating systems
- Snow Removal and Ice Melt application
- Requisition supplies and equipment needed for cleaning and maintenance duties
- Assist with set up of decorations, tables, chairs, to prepare facilities for special events

REQUIREMENTS:

- Able to pass a background check
- Experience cleaning and maintaining facilities

WHAT WE CAN OFFER YOU:

- One of the most fun and unique places to work in the Treasure Valley
- Stable working schedule
- Rotating experiences depending on Exhibition

BASIC CONDITIONS OF EMPLOYMENT: Basic conditions of employment form the fundamental performance requirements for continued employment. All employees are ambassadors of the organization and are expected to support and fulfill the mission of the organization. All employees, regardless of job title, must demonstrate the following - minimum requirements for continued employment. In addition, it is the employee's responsibility to read, understand and comply with the policies and procedures outlined in the Employee Handbook.

- *Professional Conduct:* Comply with established employment policies and practices. Maintain confidentiality of organization and employee information. Accept direction and provide direction in a cooperative and positive manner.
- *Personal Conduct:* Engage in personal conduct that is honest, respectful, courteous, and dignified as well as legal, ethical, dependable and reliable.
- *Competency:* Develop and maintain skills, knowledge and abilities required for adequate performance of assigned job duties.

To apply please send your resume and brief description about your interest to jobs@dcidaho.org with 'Custodian' in the subject line.