MAINTENANCE POSITION ANNOUNCEMENT

TITLE OF POSITION/RANK:       Driver/Grounds

DEPARTMENT:                    Campus Operations, Rose Hill

RESPONSIBILITIES:
• When required, performs duties of the Sanitation Truck Driver: Collects refuse and recyclables from collection sites and discards into designated bins/off-site collections area. (Refer applicable job description)
• Performs duties of a Grounds-person as assigned (Refer applicable job description)
• Drives van for inter-campus delivery of mail, packages, and other material as required.
• Maintains fuel containers to ensure both types of diesel and gas are kept in stock
• Performs daily maintenance on sanitation struck, including cleaning the inside and outside
• Responsible maintaining “Sanitation Dump Tickets” for collection
• Fills in as a grounds-person when needed
• Operates all types of manual and power equipment used for grounds maintenance
• Must be able to respond to emergencies, on call 24/7 year round
• Performs other related duties assigned by the supervisor
• Must maintain a clean driving record

QUALIFICATIONS:
• High school diploma or equivalent is required
• Must be able to comprehend and communicate the English Language
• Valid Class “B” NY State Commercial Driver’s License
• Ability to live up to 100lbs
• Two years truck/bus driving experience and operation of a sanitation truck preferred
• Two years of operating grounds equipment and other grounds related work

START DATE:                   ASAP

FLSA CATEGORY:                Non-Exempt

SALARY:
• $2483.20 Bi-weekly (Internal applicants with 3 or more years of service)
• $1986.40 B-Weekly (New employees)

HOURS:                       Monday – Friday 6am to 2:30pm

SEND LETTER, RESUME TO:       Rafael Rivera, Grounds and Transportation Manager
                              rarivera@fordham.edu

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