

Position Opening

POSITION: SimCenter Housekeeper

STATUS: Part-time / Non-benefitted / Hourly / Non-exempt

COMPENSATION: \$24.00 - \$27.00 per hour

DEPARTMENT: Rural Northern California Sim Center

LOCATION: 560 Cohasset Rd Chico, CA

RECRUITMENT ID: 220

RESIDENCY: Candidate must be a California resident. Chico State Enterprises is not a sponsoring agency for staff and management positions (i.e. H-1B Visas).

ESSENTIAL JOB FUNCTIONS: High-quality cleaning to include sweeping floors in all spaces including hallways, rooms, and general use areas. Vacuum, dust, and polish surfaces such as tables, desks, and counters. Clean bathrooms and extra sinks. Monitor inside the entryway of the building for needed touch-ups on floors and entry carpet area.

The Rural SimCenter will furnish cleaning equipment, tools, materials, and supplies. Wet floor safety signs are to be used with any wet floors. Five, Wet Floor. Signs are available in the Sim Center's utility room.

All maintenance issues or safety hazards are to be reported to the SimCenter Operations Specialist or SimCenter Director.

The housekeeper will ensure confidentiality and maintain the security of the Enloe Cohasset Site building and the Rural SimCenter space.

EMPLOYMENT STANDARDS:

- 2 years of experience with facilities cleaning
- Experience with cleaning technical equipment
- Knowledge of safety regulations

HOW TO APPLY:

To be considered, submit the following documents by **October 3rd, 2024**. Documents submitted after this date may not be considered.

- Resume

BY DROP BOX: <https://csuchico.app.box.com/f/ffe03726994949979e38748598534d09>

BY EMAIL: csejobs@csuchico.edu

Paper applications will not be accepted; however, Chico State Enterprises is an Equal Opportunity Employer and is happy to provide reasonable accommodations to applicants at any step of the application process. If you need assistance in this regard, or are having technical difficulties, please contact the Human Resources office at 530-898-6811 or csejobs@csuchico.edu prior to 5:00 pm on the

document deadline date. The employer is Chico State Enterprises, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER:

Chico State Enterprises is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, National origin, sex, sexual orientation, covered veteran status, or any other protected status. It is the Enterprises' policy to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees must provide proof of identity and authorization to work.