



Fort Peck Community College
 PO Box 398
 605 Indian Ave
 Poplar, MT 59255
 406-768-6300

Job Title:	Maintenance Worker	Position Type:	Full Time
Location:	Poplar	Date Closing:	9/24/21
Fax or E-mail resume to: (406) 768-6301 or ksears@fpcc.edu	Mail: Kylee Sears, HR Manager Fort Peck Community College P.O. Box 398 Poplar, Montana 59255 768-6315	Submit the following for employment: <ol style="list-style-type: none"> 1. Letter of Interest 2. FPCC Application 3. Diploma/GED/Transcripts 4. Driver's License 5. 3 Letters of Work Reference 	

Job Description

Job Purpose:

Maintains and repairs physical structures of buildings and maintains grounds by performing the following duties:

- Receives written work orders or verbal instructions from supervisor
- Cuts grass and trims weeds on FPCC property
- Cleans internal areas of buildings, including buffing, dusting, sweeping, and mopping
- Empties trash cans and consolidates trash for weekly pickup
- Paints interior and exterior walls and trim
- Operates snow removal equipment to maintain parking lots and sidewalks
- Replaces worn or damaged parts such as hoses, wiring, and belts, in machines and equipment such as trucks, street sweeper, and riding mower
- Assists other departments with moving furniture and unloading and storing supplies
- Custodial/yard work experience
- Drivers' License required
- Must be able to follow direction with little or no supervision
- Must be able to work with variety of individuals
- Flexible hours
- Teamwork environment
- Other duties as assigned

Skills/Qualifications:

- Ability to lift and/or carry heavy objects
- Ability to operate machinery (Vacuum cleaner, snow blower, lawn mower etc.)

Educational Qualifications:

- High School Diploma/GED

~All new applicants are subject to a Pre-Employment Drug Screening & Background Check~