

<b>Job Title:</b>	Maintenance Worker	<b>Job Category:</b>	Cleaning / Maintenance
<b>Department/Group:</b>	Housekeeping	<b>Hours:</b>	6:45 AM - 2:45 PM
<b>Location:</b>	Spellman Hall & Villa	<b>Position Type:</b>	Full Time / M-F
<b>Level/Salary Range:</b>	\$23.00 Per Hour	<b>Date Posted:</b>	July 29, 2022
	40 Hours Per Week	<b>Posting Expires</b>	August 10, 2022
<b>Benefits</b>	Medical, Vision, & Dental		
	Retirement plan		

**Applications Accepted By:**

Email: [jbaez@fordham.edu](mailto:jbaez@fordham.edu)

**MAIL:**

John Baez – Director of Operations  
 Jesuit of Fordham Inc. Spellman Hall  
 441 E Fordham Rd.  
 Bronx, NY 10458

**Job Description**

**ROLE AND RESPONSIBILITIES**

- Cleaning services in residential buildings and Villa.
- Basic landscaping on perimeter grounds including snow removal.
- Painting and basic carpentry.
- Perform basic plumbing.
- Performs move jobs and rearranges furniture.
- Drives Jesuit vehicles for maintenance and washes cars.
- Performs other duties as the need arises.
- On-Call every other weekend.

**QUALIFICATIONS AND EDUCATION REQUIREMENTS**

**Must have a clean valid driver’s license.**

Must have cleaning experience. Must be able to read English and follow written instructions.

**Must be fully vaccinated and show verifiable proof.**

Trade school certificate a plus.

High School Diploma a plus.

**PREFERRED SKILLS**

Operating cleaning machines. Basic Plumbing, Carpentry.

Must be able to use hand held tools effectively.

**ADDITIONAL NOTES**

Candidate must be willing to undergo a background check and random drug testing.