

# BREVARD COLLEGE

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## BREVARD, NORTH CAROLINA

### Housekeeper

A full-time, hourly position with competitive pay, benefits and vacation. Qualified candidate will assist and work closely with the Director of Facilities and Housekeeping Supervisor, to see that the custodial needs of the students, faculty and staff are met.

A high school diploma or the equivalent is required. Prior housekeeping experience is preferred.

#### Knowledge, Skills, Ability:

- Knowledge of cleaning methods and materials.
- Strong interpersonal, written and verbal communication skills.
- Ability to conduct cleaning inspections.
- Ability to operate, carpet extractor, floor buffers and various cleaning equipment.
- Ability to plan and organize.

Physical Requirements: Heavy work – exerts from 30-45 lbs. of force often. Subject to inside and outside conditions, repetitive motions.

#### Essential Functions:

- Daily and periodic cleaning.
- Meeting regularly with Supervisor to monitor and ensure standards of cleanliness.
- Set up for campus events.
- Reporting to Maintenance repairs, vandalism, etc. which need attention.
- Assist other custodial personnel as needed.
- Other duties as assigned.

Qualified candidates should submit resume to Facilities, Brevard College, One Brevard College Drive, Brevard, NC 28712 or electronically to [koffmala@brevard.edu](mailto:koffmala@brevard.edu), please reference “Housekeeper” in the subject line. Applicants may also complete an application in the College’s Human Resources Office in the Beam Administration Building.

Review of applications will begin immediately and will continue until the position is filled. In order to provide a safe and productive learning and living environment, Brevard College conducts background investigations on all final candidates being considered for employment.

Brevard College seeks to recruit and retain a diverse workforce, and encourages qualified candidates across all group demographics to apply.