



TOURO UNIVERSITY

C A L I F O R N I A

Touro University California, a rapidly growing university offering graduate programs in health sciences and education, has an excellent opportunity for a **Custodian** for Touro University on our **Mare Island campus**. **The university is part of the Touro College and University System and is located on the northern tip of San Francisco Bay in Vallejo, California.** Touro University California is an independent, non-profit Jewish-sponsored institution. It has 1,403 students in three graduate professional colleges (Osteopathic Medicine, Pharmacy, Education and Health Sciences).

POSITION DESCRIPTION:

To keep all campus buildings clean and presentable.

SPECIFIC RESPONSIBILITIES:

RECURRING TASKS

- Empty trash cans
- Clean bathrooms
- Vacuum carpets
- Sweep and buff floors
- Dust
- Rearranging as necessary; furniture and material in offices and other rooms in buildings

PERIODIC TASKS

- High dusting
- Clean windows
- Restock paper towel and toilet paper dispensers

PROJECTS

- Strip and wax of floors
- Shampooing of carpets
- Refinish and seal floor

SUPERVISORY RESPONSIBILITIES:

Not applicable

QUALIFICATION(S):

EDUCATION, TRAINING AND/OR RELATED EXPERIENCE:

- Level 3—H.S. diploma or G.E.D. and/or job related experience

REASONING COMPETENCY:

- Level 1—Entry
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations

MATHEMATICAL COMPETENCY:

- Level 1—Entry
- Ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret bar graphs.

OTHER REQUIRED SKILLS:

- Some experience in the operation of buffers, vacuums, carpet machine and floor stripper.

OTHER TRAINING OR CERTIFICATION:

- Valid California driver license.

REQUIRED EXPERIENCE:

- Experience in the operation of a buffer, a vacuum and understanding of cleanliness.

Salary is competitive and commensurate with background and experience. Letters of application and resume with a list of 3 references should be directed to:

Search Committee

1. Email CV: Apply@tu.edu
Subject: Your Name, Custodian
OR
2. Mail: Touro University California
1310 Club Drive Vallejo, CA 94592