

**Work Study Job Description**  
University of Montana Western  
710 S Atlantic St. Dillon MT 59725

**Department** - Facilities Services, Custodial

**Department Head** – Michael Brown

**Classification(Name) of Position** - Custodial

**Student's Supervisor** - Joe Chipponeri

**Office/Location** - Facilities services

**Email Address** - [joseph.chipponeri@umwester.edu](mailto:joseph.chipponeri@umwester.edu)

**Phone #** 683-7326

**Qualifications for the position & the specific qualifications for the various levels/rates of pay associated with the position (if multiple pay rates & above minimum wage of \$8:30/hour):**

Self-Starter, Able to lift 50 pounds, able to do repetitive tasks, Eye for detail

**Purpose/Role of the position:**

To assist Custodial staff in daily cleaning of campus to provide a clean safe work environment for all employees

**Duties/Responsibilities of the position & how they relate to the purpose/goal:**

Sweep/Mop floors, Strip and wax floors, clean restrooms, clean windows, doors and other surfaces. And other tasks as needed. Keep up a clean and safe work area for all. Keeping campus in the best appearance possible

**The Financial Aid Office will submit evaluations to each department prior to the end of each semester.**