

COTC - OSUN

Student Employment Job Description

Job#: 38632

Department: Grounds

Job Title: Student Grounds Employee

Supervisor: Daniel Longstreth **Phone #:** 740-366-9282 **Email:** dlongstr@cotc.edu

Hourly Rate: \$ 8.75

Terms job is available: Summer Autumn Spring
Times job is available: Mornings Afternoons Evenings Weekends

Include specific information regarding level of responsibility, range and complexity of duties and training/experience required for this position.

Qualifications:

Student must have the ability to work independently as needed. Student must be able to lift at least 50 lbs.

Summary of Duties:

Grounds Work: Student is responsible for push mowing, edging, weed eating, mulching, picking up trash and cigarette butts, planting flowers and ornamental plants, pruning trees and shrubs, snow removal, weeding beds, watering plants, applying non-selective herbicides, and raking leaves.

Facilities: Student is responsible for event setup and tear downs, custodial tasks - such as sweeping, washing door glass, empty trash. Also performs movement of furniture for office moves for faculty and staff and classroom moves for students.

Background check required for selected applicant.

This job does not replace a full-time employee.

COTC Account #: 71035

OSU Org-Fund #: 09797-012510

OFFICE OF FINANCIAL AID USE ONLY

Students in this job provide services that are open, accessible and designed to improve the quality of life for community residents or to solve particular problems related to those residents' needs Yes No

Students in this job provide services to students with disabilities Yes No

Background Check Required? Yes (RD) No