



**Office of Residence Life  
Summer Custodial Assistant  
Summer 2024**

**Position Summary**

The Summer Custodial Assistant works with the Custodial Team over the summer to deep clean the residence halls in preparation for the academic year and maintain day-to-day cleanliness of the residence halls while camps and conferences are in session. Typical scheduled hours will be between 6:00 AM and 3:30 PM Monday through Friday. Responsibilities require the ability to repeatedly lift a minimum of 50 lbs. and work with little to moderate supervision.

**Specific Duties**

- Cleaning resident rooms, public areas including restrooms, and outside of residence halls - includes dusting, mopping, washing walls, waxing floors, wiping down furniture, etc.
- Moving of furnishings/equipment/supplies between halls, within the hall, to/from Facilities Management and unloading vehicles
- Operating equipment: carpet extractors, floor scrub machine, wet/dry vacuum
- Upkeep and minor repair of custodial equipment
- Performing minor maintenance including replacement of burned-out light bulbs, unclogging drains,
- Trash removal
- Cleaning appliances, including refrigerators
- Complete daily work assignments and any other duties given by the Supervisor and/or Office of Residence Life
- Participate in training and work during the week following the end of the academic spring semester.

**General Qualifications and Eligibility**

To be eligible for consideration, Summer Custodial Assistant candidates must meet the following criteria:

- Be available to work from May 13, 2024 through August 26, 2024.
  - Fall 2024 residence hall staff will be released early for training.
- Be able to repeatedly lift a minimum of 50 lbs
- Be an enrolled student at a UW System school
- Be in good conduct standing at UWL
- Have a minimum cumulative GPA of 2.5
- Exhibit a solid work ethic
- Be able to work well with other people
- Demonstrate ability to work independently of a supervisor
- Have general knowledge of Residence Life
- Possess good leadership, communication, organizational, and time management skills
- Preference will be given to applicants with some Residence Life position experience (Desk Assistant, Resident Assistant, Senior Staff, Custodial Assistant, Eagle Mail Assistant)

**Pay rate**

Base compensation for work performed is \$13.50 per hour.

**Housing**

Summer Custodial Assistants may live on-campus or off-campus. Free on-campus shared room with air conditioning is offered to all summer staff; Performance and attendance conditions must be met.

**Contract period**

The dates of employment are May 13, 2024 through August 26, 2024.

**Additional Notes**

- While every effort will be taken to provide 35-40 hours of employment per week, the nature of all summer positions is such that this may not always be possible (holidays). Hours are not guaranteed.
- Summer Assistants must be able to work through the entire contract period.
- You may have other employment outside of UWL, if approved by your supervisor. Hours scheduled for the Summer Custodial Assistant position have priority over outside employment.