**UREC Crew**

**Position Description:** UREC Crew is responsible for the overall cleanliness and general appearance of the HPER Building. This position is primarily responsible for building maintenance and will perform general cleaning duties in the HPER Building or other UREC facilities as determined by the routine cleaning checklist or as assigned by the Assistant Director. The UREC Crew staff member may also be responsible for event management and may assist the Student Manager and Facility Supervisors with the set-up and tear down of UREC events and other special events hosted at the HPER Building, as needed.

**Specific Responsibilities:**

* Maintain cleanliness and appearance of assigned areas within UREC facilities
* Complete preventative maintenance tasks within assigned fitness center facilities
* Troubleshoot fitness center equipment issues
* Assist in the set-up, operation and take-down of various events
* Provide quality customer service
* Knowledge of the special events program and other UREC programs to inform patrons
* Knowledge of UREC cleaning protocols
* Be able to lift 35 pounds
* Assist in day to day operational needs
* Other duties as assigned.

**Minimum Qualifications:**

* Current University of Arkansas student
* Must possess Adult & Pediatric First Aid, CPR, and AED certification or be able to obtain certification within 40 days of hire (UREC will provide a certification opportunity, if needed)

**Required License(s), Certification(s), & Background Checks:**

* Adult & Pediatric First Aid, CPR, and AED certification or be able to obtain certification within 40 days of hire (UREC will provide a certification opportunity, if needed)
* Required criminal background check
* Required sex offender registry check

**Preferred Qualifications:**

* Previous maintenance experience

**Physical Activities Associated with this Position:**

The following physical activities are associated with the position and will be performed with or without an accommodation. All individuals are encouraged to apply.

* Lifting of heavy or awkward objects
* Chair and table set-up
* Painting
* Mopping, sweeping, scrubbing
* Standing long periods of time
* Use of a ladder, when needed
* Heavy cleaning with chemicals
* Use of machinery (Kaivac, Power Washer)
* Crouching, grasping, hearing, reaching, repetitive motion, walking- Constantly
* Balancing, climbing, crawling, feeling, kneeling, lifting, pulling, pushing, stooping, talking- Frequently
* Driving, manipulating items with fingers, handling of sharp tools, sitting- Occasionally
* Heavy work. Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

**Visual Acuity:**

* Employee is required to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned (i.e., custodial, general laborer, lab personnel, etc.) or to make general observations of facilities or structures (i.e., security guard)

**Skills Obtained:**

* Creative thinking
* Strong work ethic
* Customer service
* Responsibility, dependability, accountability
* Interpersonal skills
* Flexibility/adaptability
* Analytical skills
* Initiative
* Verbal communication
* Critical thinking/Problem solving

**Work Schedule & Compensation:**

* 6-12 hours per week; variable schedule that may include morning, or evening shifts; $10/hour

**Supervision:** This position is jointly supervised by the Graduate Assistant – Facility Operation and the Maintenance Coordinator.

**Application Process:** Applicants must apply through <https://jobs.uark.edu>. Deadline to apply varies based on need. Work-study preferred.