



BUILDING MAINTENANCE LABORER (Part-Time)

Upper Merion Township, located in King of Prussia, PA is looking for a part-time (24 hours a week), highly motivated ***Building Maintenance Laborer*** who will report directly to the **Director of Public Works**. The successful candidate will be responsible for performing manual and some semi-skilled work within the maintenance of the Township Building and other Township property. This employee also oversees the work of janitorial contractors.

The duties of the ***Building Maintenance Laborer*** included (but not limited to):

- Perform routine building maintenance such as painting, cleaning and adjusting and repairing building fixtures.
- Replace light bulbs and lavatory supplies; deliver supplies; run errands.
- Prepare facilities for community programs; move and arrange chairs, mats, and tables.
- Pull weeds from flower beds, around doorways, flagpoles and stairs.
- Pick up trash/debris from the grounds; sweep walks.
- Shovel snow and spread salt; operate snow removal equipment.
- Fill-in for the full-time department staff during time off.
- Conduct minor repairs.
- Maintain security of the building and offices.

The ***Building Maintenance Laborer*** position will interact with the general public and other Township staff. Successful candidates must have excellent customer service and skills, the ability to work independently, as well as in a team environment.

Minimum Qualifications:

- High School Diploma or GED Equivalent.
- Working knowledge of building maintenance.
- Ability to learn typical building maintenance activities.
- Prior building maintenance experience is desired.
- A valid driver's license.

How to Apply:

- For immediate consideration, applicants should complete an employment application by visiting <http://www.umtownship.org/index.aspx?nid=909> and submit the **full job application, cover letter and resume** via email to: hr@umtownship.org. Applications will be accepted until position is filled.

Equal Opportunity Employer