Student Employment
Position Description

Rate of Pay: $12.50/hour

Location: Facilities/Maintenance Department

Supervisor: Denise Nelsen

Hours: Up to ten (10) hours per week

Eligibility: Must be Federal or State work study eligible

Duties and Responsibilities: Cleaning, mopping, dusting, sweeping, vacuuming of classrooms, offices, student lounge and hallways. Seasonal outdoor duties as per directed (sweeping/shoveling sidewalks and ramps, etc).

Required Skills / Job Qualifications: Ability to follow directions and work independently, reliable, ability to complete tasks in a timely manner.

Learning Objectives:
• Responsibility
• Be able to identify safety issues and take proper action steps.
• Being reliable
• Work ethics

If you are interested in this position, please email the following items to Denise Nelsen, at denise.nelsen@pine.edu, with “Student Employment” in the subject line.

• Hours you are available to work
• Contact information and best way to reach you
• Previous work experience

*Most positions are August—May, with the possibility to work over Summer break.
**Schedules and evaluations are overseen by each supervisor and may vary. Please see the Student Employment Handbook for more details.