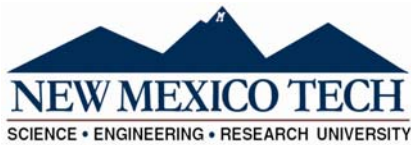


Posted: November 3, 2021



POSITION ANNOUNCEMENT

TITLE: ASSISTANT SITE TECHNICIAN

DEPT: MROI & LANGMUIR LABORATORY

REG

TEMP

FULL TIME

PART TIME

STARTING RATE or SALARY RANGE \$13.50-\$15.90

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: November 10, 2021 CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:

Under general supervision, performs custodial maintenance duties including dusting, moping, and finishing, buffing floors, vacuuming and shampooing carpets, cleaning and restocking restrooms and guestrooms; empties trash receptacles, dusts, cleans windows and glass doors, disinfects restrooms, clean and change light bulb fixtures, restock paper and soap supplies, wipes walls, doors and handrails. Ensures proper and routine maintenance of equipment. Keeps custodial closet(s) and cart stocked and neat. Picks up trash 15 feet beyond exterior of buildings. Performs building walk-through on a regular basis and reports vandalism and needed building maintenance. Performs miscellaneous job duties as assigned.

REQUIRED QUALIFICATIONS:

Read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, composition and math. Use of basic equipment—vacuum, buffers, etc. required. Use of various cleaning products for different environments required. Use of pest abatement equipment desired. A valid NM Driver's License. Defensive Driving Course certificate within 6 months of hire. Must be fully vaccinated for COVID-19.

Apply to: nmtjobapps@npe.nmt.edu OR NMT/ HR 801 Leroy Place Brown Hall Box 207, Socorro, NM 87801