

Niiwin Akeaa Campus  
 111 Beartown Road  
 Baraga, MI 49908  
 Phone: (906) 353-4630  
 Fax: (906) 353-8107



Wabanung Campus  
 770 N. Main St.  
 L'Anse, MI 49946  
 Phone: (906) 524-8400  
 Fax: (906) 524-8106

*"Catch Your Dream Through a Superior Education"*

## POSITION ANNOUNCEMENT

<b>Position:</b>	Maintenance Assistant (On-Call)									
<b>Start &amp; Closing Date:</b>	Open Until Filled									
<b>Salary:</b>	\$9.75/hr									
<b>Location:</b>	Keweenaw Bay Ojibwa Community College									
<b>Supervisory Control:</b>	Maintenance Supervisor									
<b>Position Description:</b>										
<b>Duties &amp; Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Sweeps, mops, scrubs, and vacuums hallways, stairs and office spaces.</li> <li>• Empties all trash containers in offices</li> <li>• Performs routine, light manual work in cleaning offices, hall and restrooms using equipment such as floor sweepers, polisher, vacuum cleaners, and dusters.</li> <li>• Cleans and disinfects restrooms, toilets and sinks.</li> <li>• Replenishes cleaning supplies and paper products in restrooms and other facilities as necessary.</li> <li>• Dust and cleans walls, doors, window, woodwork and furniture.</li> <li>• Light grounds keeping</li> <li>• Assist Custodian in preparing and cleaning facility before and after events.</li> <li>• Performs other job related duties as required by supervisor.</li> </ul>									
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>• High school diploma or GED.</li> <li>• Must be able to lift up to 50 pounds unassisted.</li> <li>• Valid Michigan Driver's license, good driving record, reliable vehicle, and vehicle insurance.</li> <li>• Minimum standards of character: Must not have been found guilty of, or entered a plea of nolo contendere or guilty to, any felonious offense or 2 or more misdemeanor offenses involving (under federal, state or tribal law; violations from other states will be interpreted according to the Michigan Penal Code):             <table style="margin-left: 40px; width: 100%; border: none;"> <tr> <td style="width: 50%;">Crimes of violence</td> <td>Sexual assault</td> </tr> <tr> <td>Exploitation</td> <td>Contact with or prostitution</td> </tr> <tr> <td>Crimes against persons</td> <td>Offenses committed against children</td> </tr> <tr> <td>Child abuse or neglect</td> <td>Molestation</td> </tr> </table> </li> </ul>		Crimes of violence	Sexual assault	Exploitation	Contact with or prostitution	Crimes against persons	Offenses committed against children	Child abuse or neglect	Molestation
Crimes of violence	Sexual assault									
Exploitation	Contact with or prostitution									
Crimes against persons	Offenses committed against children									
Child abuse or neglect	Molestation									
<b>Employment Preference:</b>	Preference will be given to qualified applicants according to policy. This includes Native American Preferences and Veteran Preferences.									
<b>Pre-Employment Test:</b>	Employment is contingent upon the satisfactory result of a Security Background check, pre-employment drug testing and pre-employment physical.									
<b>How to Apply</b> Applications and other job postings are located on our website: <a href="http://kbocc.edu/jobs/">kbocc.edu/jobs/</a>	Send the application, a cover letter, a resume, three current references, and official transcripts to:  Human Resources Keweenaw Bay Ojibwa Community College 111 Beartown Road PO Box 519 Baraga, MI 49908 Phone: (906) 524-8400 Fax: (906) 524-8106 Email: <a href="mailto:hr@kbocc.edu">hr@kbocc.edu</a>									
Baraga Campus Niiwin Akeaa Center 111 Beartown Rd Baraga, MI 49908	L'Anse Campus Wabanung Campus 770 N. Main St. L'Anse, MI 49946	Pelkie Campus Arts & Agriculture Center 15211 Pelkie Rd. Baraga, MI 49958								