POSITION SUMMARY: This position will perform a variety of custodial, building maintenance and repair duties for the Wessman Arena and will perform a variety of turf maintenance functions such as mowing, aerating, and fertilizing, with emphasis on maintaining athletic fields. This position will collaborate with other staff members to ensure that custodial and maintenance needs are being met throughout the arena. This position will be responsible for ice maintenance and resurfacing during the ice season. This position will also assist with the set up and arrangement of equipment associated with scheduled dry floor and ice related events. This position will ensure that proper procedures are being followed regarding environmental and safety concerns. This position receives direction and work details from the Wessman Arena Coordinator. Direct supervision is from the Custodial Services Supervisor. While working with athletic fields direction will come under Wessman and Building and Grounds Superintendent. Supervisor will remain Custodial Services Supervisor.

A. (35%) Perform a variety of duties to maintain athletic fields in performance-ready condition associated with athletic fields.
   1. Schedule and accomplish all turf maintenance duties including but not limited to: mow, trim, rake/sweep, edge, aerate and water turf
   2. Layout and stripe athletic fields
   3. Apply fertilizers
   4. Operate power equipment including end loaders, mowers, pickup trucks, dump trucks, etc.
   5. Assist in coordinating student workers for athletic fields work.

B. (20%) Perform a variety of duties related to the ice sheet.
   1. Install, repair and remove dasher boards, including players’ and scorers’ boxes, benches, gates and glass shields.
   2. Paint ice surface.
   3. Set up and prepare ice for various types of ice events.
   4. Repair and paint goals and install nets.
   5. Safely operate the ice resurfacing machine.
   6. Assist Facilities Maintenance Specialist with maintenance on the ice resurfer.
   7. Assist in removing the ice sheet at the end of the season.
   8. Test and document air quality as required.
   9. Assist Facilities Maintenance Specialist in maintaining the ice plant.
   10. Check ice making equipment and record pressures, etc. in the appropriate log book at the beginning of each shift.

C. (20%) Perform miscellaneous building custodial duties.
   1. Handle all accidents, life-threatening emergencies, or blood-borne pathogens
   2. Scrub, sweep, mop and do general cleaning in the facility including the lobby, arena floor, bleachers, offices, and maintenance and meeting rooms.
   3. Scrub, clean, disinfects all toilets, locker rooms and showers.
   4. Clean carpets in rooms and offices
   5. Clean windows, walls and furniture.
   6. Clean up and dispose of waste materials after events.
   7. Clean, buff, and seal floors.
   8. Keep walks around the building and the entryways clear of snow and ice.
   9. Open and secure the building as needed.

D. (10%) Perform a variety of building maintenance and repair duties.
   1. Prepare surfaces to receive paint and apply paint to inner walls, floors, ceiling, doors, door frames and other building components as directed by the Supervisor.
   2. Repair and install floor and ceiling tile.
   3. Assist in the patching and coating of roof surfaces, including snow removal if necessary.
   4. Assist in repair of windows and window screening.
5. Repair and install window blinds.
6. Assist Facilities Maintenance Specialist in maintaining and repairing heating/ventilating systems and building utility systems.
7. Respond to building emergencies, report them to the Service Center and keep log of those emergencies.
8. Replace burnt out lamps.

E. (10%) Perform duties associated with other types of scheduled arena events.
1. Position turnstiles, stanchions and ticket booths as needed.
2. Set up, arrange and remove tables, chairs, stage platforms, and curtain dividers for meetings, banquets and conventions.
3. Test and operate sound system and equipment.
4. Work with vendors and event coordinators to ensure proper setup and equipment is provided.

F. (5%) Other duties as assigned.

Knowledge, skills and abilities:
- Knowledge of basic turf maintenance.
- Knowledge of basic fertilizer application.
- Knowledge of correct use of cleaning agents (chemicals); ability to sufficiently read and understand cleaning instructions on cleaning chemicals.
- Ability to be certified for herbicide application.
- Ability to operate a scissor and one-man lift.
- Ability to operate and maintain ice resurfacer.
- Ability to set up for dry floor events.
- Ability to operate power equipment; ability to read and understand operating instructions.
- Ability to maintain air and ice compressor and ice edger.
- Ability to perform minor plumbing, carpentry, and painting and patching repairs.
- Ability to use and operate a variety of equipment, i.e.: riding and push mowers, edging tools, power saws, snow blowers, front end loaders, chain saws, fork lift, snow plows, tractors, dump/pickup trucks, bucket and scissor lifts, aerator, trimmers and seeders.
- Ability to establish and maintain effective interpersonal skills in dealing with the public diplomatically, both personally and on the phone.
- Ability to establish and maintain a positive work atmosphere by behaving and communicating in a cooperative manner with customers, students, co-workers and supervisors.
- Physical ability to bend, stoop, kneel, climb and lift arms above head for extended periods of time.
- Physical ability to lift and pour 5 gallon pails of chemicals, to empty buckets, to remove garbage/recycling, to sweep and mop floors.
- Physical ability to lift and/or carry, or otherwise move cleaning supplies and equipment weighing a maximum of 75 pounds.
- Ability to work outside for extended periods of time in heat and cold to perform yard work and snow shoveling.
- Ability to pass a Pre-Employment Job Function Assessment and Criminal Background Check.
- Ability to read and comprehend written and spoken English.

Minimum Qualifications:
- Must possess a valid driver’s license and the capability to operate state owned vehicles upon appointment.
- Provided uniform must be worn.