



POSITION AVAILABLE

Part-time Custodian

The Aliveness Project is a community center that provides on-site meals, food shelf, integrative therapies, and other programs to the HIV/AIDS community. The mission of The Aliveness Project is to encourage self-empowerment and provide direct services for persons living with HIV/AIDS.

Purpose: To perform routine cleaning and building maintenance at The Aliveness Project, a community center that provides services for people living with HIV/AIDS.

Responsibilities:

- A. Vacuum, sweep, and mop floors.
- B. Clean restrooms and replenish supplies.
- C. Remove trash from wastebaskets and clean wastebaskets if needed.
- D. Dust and clean furniture, shelves, and equipment.
- E. Wash windows, doors, walls and other surfaces.
- F. Perform minor maintenance, routine repairs and minor plumbing.
- G. Perform snow shoveling at entrances during winter months.
- H. Secure the building at the end of the day.
- I. Perform other responsibilities as required or assigned.

Education and Experience Required:

High school diploma or equivalent Desirable. Previous experience in custodial work preferred.. Awareness and sensitivity of issues related to HIV/AIDS.

Qualifications:

- A. Knowledge of: custodial and building maintenance practices, supplies, and equipment.
- B. Ability to: perform physical work associated with general custodial duties; understand and follow verbal and written instructions; perform work independently; complete routine and repetitive tasks; and tolerate interruptions to work.
- C. Skill in: use of custodial and building maintenance tools, materials, supplies and equipment.
- D. Ability to manage, prioritize and complete multiple tasks.
- E. Ability to interact with staff, volunteers and clients in a positive and pleasant manner.

Physical and Environmental Requirements:

- A. Work is primarily done while standing, with a combination of bending, stooping, kneeling, pulling, pushing, and reaching also necessary.
- B. Working on ladders and/or above the head is occasionally required.
- C. Lifting of objects weighing up to 50 pounds is required.
- D. Use of custodial cleaning agents and chemicals is required.

Hours: 20 hours per week, including evenings and occasional weekend hours.

Salary: \$11.00 / hour. Benefits include paid holidays and Paid Time Off (PTO). No other benefits are included with this position.

To apply, please submit résumé or job application by 4 p.m. on Friday, Jan. 10 to:

The Aliveness Project, 3808 Nicollet, Minneapolis, MN 55409

E-mail: executive@aliveness.org FAX: 612-822-9668 PH: 612-824-LIFE (5433)

www.aliveness.org

This position will be posted until filled.