

## Campus Operations General Services Waste Collector

**POSITION SUMMARY:** This position is responsible for collecting trash from trash bins on campus and emptying in dumpster and assisting in campus setups, office moves, band equipment moves, litter pickup and removal. Performs other duties related to Campus Operations General Service operations and support other departments with requested labor when assigned by the Supervisor of General Services.

### ESSENTIAL FUNCTIONS:

- Pickup and remove campus litter to a collection site.
- Move office furniture, etc. between buildings and/or departments.
- Move heavy furniture, supplies and miscellaneous equipment, as directed.
- Provide assistance with set-ups for conferences, concerts, graduation, and any other campus function as assigned by your immediate supervisor.
- Perform related duties as assigned by the General Service team leader or the Supervisor of General Services.

### QUALIFICATIONS:

- High School Diploma or GED.
- You must have the ability to follow written and oral instructions.
- Possess a valid Mississippi driver's license.

**REPORTS TO:** Supervisor of General Service or the General Service Team Leader.

**FLSA STATUS:** Full time; non exempt