POSITION TITLE: SUMMER TRADES HELPER

BASIC QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Candidates must be at least 18 years of age (with limited exception for 16 and up depending on experience).

BASIC FUNCTION: The work is primarily semi-skilled trade labor, assisting the employees in the Office of Facilities Services (OFS) employees in a variety of trades work in the following areas:
- Landscaping/Mowing
- Roofing Repair (must be at least 18 years old)
- Masonry (Brick, Block, Concrete & Asphalt work)
- Carpentry (Relocating & Restoring Trailers)
- HVAC (Changing Filters, Organizing Mechanical Rooms)
- Electrical & Plumbing
- Custodial (Gym Floor Cleaning)

PAY RATE: $10.50 per hour

WORKING HOURS: Monday through Friday, daily. Hours include 6:00 am – 2:00 pm, 7:00 am – 3:00 pm

WORKING LOCATIONS: Reports to Independent Hill, Manassas, VA 20112

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to walk; sit; and may be required to stand for extended periods of time; prolonged climbing, bending, and kneeling are often necessary; use hands to handle, feel, and manipulate objects and/or tools; climb ladders, scaffolding and work from high elevations; maintain balance; stoop, kneel, crouch, or crawl; talk and hear. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus. The employee regularly works near moving mechanical parts and in outside weather conditions, and is exposed to wet and/or humid conditions, extreme cold, and extreme heat; employee may be occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee must frequently lift and/or move up to 75 pounds. The noise level in the work environment is usually moderate to loud.

DUTIES AND RESPONSIBILITIES: include, but are not limited to, the following.
- Works collaboratively with all stakeholders in providing a World-Class education.
- Assists in the maintenance of shop equipment and tools and in the maintenance of cleanliness within the shop.
- Assists higher skill level employees in the performance of repairs and maintenance duties applicable to the shop assigned.
- Performs simple repair and maintenance tasks alone as directed.
- Performs other duties as assigned.

HOW TO APPLY: Please log in at http://jobs.pwcs.edu/WorkSpace/ and create an electronic application. Be sure to follow all of the directions and steps. Also, you can email/text Elizabeth Blancke at blanckme@pwcs.edu or 703.675.6554 for more information. Please include your schedule availability and all past work experience.