

FACILITIES MANAGEMENT POSITION DESCRIPTION - STUDENT

Proposed Effective Date: June 2022

Category (*Undergraduate OR Graduate, UMCP, USM, Other*): Undergraduate, UMCP

Job Title: Student **Functional Title** (*optional*): Student, Recycling Support

Division/Dept/Sub-Unit: B&LM– University Recycling & Waste Management

Supervision Received (*name and title of immediate supervisor*): Recycling Coordinator, Sara Coleman

Term of Assignment: Summer 2022, potential to extend through Fall 2022

Estimated Workweek/Hrs Per Week: Up to 40 hours per week

Rate of Pay: \$12.50 per hour

Purpose of Position: Seeking a student to help evaluate and upgrade the recycling, landfill/trash, and compost bins across the University of Maryland campus. The expected outcome of the program is to improve the basic recycling and trash collection infrastructure in order to provide recycling opportunities and waste sorting information across the campus community. Schedule is flexible based on the student's schedule.

Summarize main duties:

- Evaluate the placement and condition of the waste bins
- Replace/move bins as needed
- Install new signage above the bins
- Record signage placement on building floor plans

Requirements: Student employees must be a current University of Maryland graduate or undergraduate student with at least sophomore standing. A minimum 3.0 cumulative GPA is recommended. Employees are expected to have a strong interest in sustainability, a professional work ethic, attention to detail, and a desire to make the campus more sustainable. In addition, the student employees must be disciplined and self-motivated as they will take the lead on this project. Students in all majors are encouraged to apply.

Education:

- Candidate for Bachelor's degree, preferably in a related field (minimum Sophomore standing)
- Must be enrolled as an undergraduate in any University of Maryland system school

Experience: Demonstrated professional work ethic initiative.

Physical Demands of Position: Position requires the incumbent to spend a portion of time outdoors, providing oversight in the field, inspecting and evaluating recycling and solid waste removal operations, and participating in recovery of recyclable materials. Must be able to work in adverse weather and temperature extremes and be free from debilitating pollen allergies and the like. The employee must have the ability to perform the physical requirements of the position including the ability to lift and carry up to 50 pounds, stand and walk continuously; lift, stop and/or bend for extended periods of time .

To apply: Please send a cover letter and resume to recycle@umd.edu. The one-page cover letter should address the following questions: Why do you want to be the recycling student employee? What are your qualifications for the position? How can the University increase recycling throughout campus? For best consideration, apply by June 15th.

Signature:

Signature of Incumbent

S:\OFM\Human Resources\Student

Printed Name

Date