



Position: Facilities Maintenance Assistant

Hours: PT at a max 10 hours per week; flexible schedule, cleaning twice a week - Wednesdays (anytime) & Sundays (9am - 10am or after 5pm)

Salary: \$14/hour based on work study eligibility

Benefits: None at this time

Supervisor: Executive Director or Operations Manager

Position Summary:

General cleaning and maintenance of the Science Center, classroom, offices and exhibits. Possible opportunities for increased responsibilities at MSC. The Facilities Maintenance Assistant reports to the Executive Director, or when available Operations Manager.

Position requires sitting and/or standing for long periods of time, occasional extended hours, and computer work. Prefer individuals with a passion for cooperative learning and play with children of

Job Duties:

The qualified applicant will work unsupervised after hours in the Science Center performing routine cleaning and maintenance, including carpet care, mopping, vacuuming, dusting, restrooms, and general hard surface sanitation.

Qualifications:

- Prior cleaning experience preferred.
- Must be self-motivated, responsible and able to work independently.
- Ability to lift 50 lbs. and do various manual tasks.

SCIENCE CENTER ENVIRONMENT:

The Science Center facility is ADA compliant. Position requires sitting and/or standing for long periods of time, occasional extended hours, computer work. We prefer individuals with a passion for cooperative learning and play for children of all ages. An interest in science and technology education is a bonus. Montana Science Center is an equal opportunity employer.

Evaluation: Position will be evaluated annually. Additional one-on-one meetings with supervisor are conducted weekly and mid-year evaluation available upon request.

To Apply: Please send resume to Executive Director, Abby Turner, at aturner@montanasciencecenter.org. Position is open until filled.