**Volunteer Job Description**

**Job Title:** *Maintenance Support Volunteer*

**Helpful Skills/Experience:**

* *Volunteers should like working with their hands.*
* *Helpful to have general knowledge of using cleaning equipment.*
* *Some experience with low entry maintenance: cleaning windows, floors, sweeping*
* *Some experience with hand tools and specialty tools*

**Days/Hours Volunteer Needed:** *Work can be Flexible*

* *Work is available any scheduled time, Monday – Friday, 8-5 p.m.*
* *No weekend work*
* *No holiday work*

**Volunteer Duties:** *Some duties could include-*

* *General cleaning - Cleaning windows, Sweeping floors, walking grounds for trash pick-up, vacuuming*
* *Help maintenance staff with preventative maintenance issues*
* *Trash removal, special cleaning projects*
* *Will require some walking, bending, and carrying depending on duties assigned*
* *May work with maintenance staff doing supervised , general labor*