



General Laborer

POSITION: General Laborer
SUPERVISOR: Maintenance Supervisor
DEPARTMENT: Facilities Department

GENERAL JOB DESCRIPTION

Under the direction of the Maintenance Supervisor, the person in this position is responsible for performing general labor duties in assigned areas. Specific duties may include, removing refuse, loading and delivering materials, assembling and disassembling temporary structures and aiding maintenance technicians with their duties.

MAJOR DUTIES AND RESPONSIBILITIES

- Must possess strength, stamina and mobility to perform heavy physical work indoors and out with exposure to various hand and power tools, drive a motor vehicle and/or operate various types of equipment;
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices;
- Haul and deliver goods and materials to various campus locations;
- Effectively using heavy and light equipment, depending on the job site / assignment;
- Performs some specialized tasks under the direction of the Maintenance Supervisor; and
- Performs other job-related duties as assigned.

QUALIFICATIONS FOR THE JOB

- High school diploma or GED;
- Valid driver license and be insurable for vehicle operation;
- Ability to understand written and oral instructions;
- Ability to read, understand, follow and enforce safety procedures;



- Ability of using tools and operating equipment for the job intended; and
- Ability to withstand exposure to vibrations and noise from machinery and to use appropriate safety equipment to minimize exposure.

KEY COMPETENCIES

Interdependence: Fosters collaboration

Communication: Strong decision making and communication skills

Accountability: Formulates effective and progressive strategies aligned with University mission and values

Respect: Creates an engaging, collaborative work environment by bringing diverse people and ideas together.

Entrepreneurship: Influences and Inspires

PHYSICAL REQUIREMENTS

- Physically able to lift, bend, stoop, climb and reach.
- Ability of using tools and operating equipment for the job intended; and
- Ability to withstand exposure to vibrations and noise from machinery and to use appropriate safety equipment to minimize exposure.

All qualified and interested candidates should submit resume and a minimum of three references to:
Michael Herdlick, Director of Facilities at
Tiffin University tuemployment@tiffin.edu



We are strongly committed to enhancing equity, inclusion, and diversity. These values are central to our beliefs. Candidates who have worked with a diverse range of faculty, staff, and students and who can contribute to our mission of inclusivity are encouraged to identify their experiences and interests. Tiffin University actively seeks to increase the diversity of its workforce. We are dedicated to providing educational, working and living environments that value the diverse backgrounds of all people.

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