OFFICE OF STUDENT FINANCIAL AID
UNIVERSITY of WASHINGTON
Division of Student Life

Work Study Job Description

Job Title	Facilities Assistant
Department Name	School of Art
Job Location	Art Building Seattle campus
Pay Rate	$10.00 - $12.00
Employment Period	Summer
Hours Per Week	19 hrs/wk
Contact Supervisor	John Martin
Phone Number	206-543-0748
Email Address	jtmartin@uw.edu
Website	
Box Number	353440

Nature of Organization
University of Washington School of Art
Duties and Responsibilities
Under general supervision assist the School of Art building coordinator/wood shop technician with various facilities related projects. -some lifting up to 60 pounds. -working in an environment with dust and common art materials (paint,clay, etc) -Assist in organizing and maintaining safe, clean and functionally efficient workspaces. -Operating a freight elevator. -Moving furniture, equipment, boxes, etc. -Prepare offices and other spaces for new users. -Climbing and safely using ladders to move books and other materials off shelves. -Safely use hand trucks, dollies, carts and pallet jacks. -Using common hand tools i.e. hammers, screwdrivers, drills, etc. -Perform other administrative tasks and duties as required.
Minimum Qualifications
-Work effectively with minimal supervision. -Able to lift 60 pounds. -Experience using common hand tools i.e. hammers, screwdrivers, drills, saws, etc. (bonus points for experience with stationary wood working equipment i.e. table saw, panel saw, band saw, planer etc.)

Educational Benefits
Direct work with SOA wood shop technician, SOA faculty and students. Gain training and problem solving experience in the SOA wood shop facility and university facility environments.
How to Apply
Send your resume attached to an e-mail to jtmartin@uw.edu, subject line, SOA Facilities Assistant

Job Number: ARTS15 | Job Class Code: 0875 | 51% Comp. To Classified: y | Federal | Open