

## Commonwealth of Massachusetts Employment Opportunity

### Seasonal Facility Service Worker II

#### Facility Service Worker II

Agency Name:	<b>Dept. of Conservation and Recreation</b>
Official Title:	<b>Facility Service Worker II</b>
Functional Title:	<b>Seasonal Facility Service Worker II</b>
Occupational Group:	<b>Housekeeping &amp; Janitorial</b>
Position Type:	<b>TM - Intermittent</b>
Full-Time or Part-Time:	<b>Full-Time</b>
Salary Range:	<b>\$0.00 to \$922.00 Biweekly</b>
Bargaining Unit:	<b>02</b>
Shift:	<b>Day</b>
Confidential:	<b>No</b>
Number Of Vacancies:	<b>1</b>
City/Town:	<b>Salisbury</b>
Region:	<b>NORTHEAST</b>
Facility Location:	<b>Salisbury Beach State Reservation, Salisbury, MA</b>
Application Deadline:	<b>05-19-2010</b>
Apply Online:	<b>No</b>
Posting ID:	<b>J21354</b>

*This position is funded from the Commonwealth's annual operating budget.*

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#### Duties:

About the Department of Conservation and Recreation:

The Department of Conservation and Recreation manages one of the largest and most diverse state parks systems in the nation and protects and enhances natural resources and outdoor recreational opportunities throughout Massachusetts. DCR is a dynamic agency, and is one of the largest park systems in the nation. The DCR system includes over 450,000 acres of parks, forests, water supply protection lands, beaches, lakes, ponds, playgrounds, swimming pools, skating rinks, trails and parkways.

The Department of Conservation and Recreation seeks qualified applicants for the position Facility Service Worker II.

Seasonal positions may be subject to the recall process and will be filled in accordance with collective bargaining agreements, positions not filled using this process will be interviewed for.

#### Duties:

Inspect assigned areas to determine that work has been performed according to established procedures.

Cleans floors by sweeping, vacuuming and washing using appropriate supplies and equipment.

Cleans interior surfaces such as walls, ceilings, windows, furniture, etc. by dusting, polishing and washing using appropriate supplies and equipment.

Cleans toilets, lavatories, wash rooms, mop closets, etc. using appropriate supplies and equipment to maintain the appearance and cleanliness of such areas.

Empties waste receptacles and disposes of waste.

Based on assignment, incumbents of positions may:

Prepare foods for special diets by following instructions on dietary cards.

Prepare and cook simple meals such as sandwiches, salads, soups, etc.

Make beds and change bed linens.

Load and/or unload vehicles.

Move and set up furniture to prepare rooms for meetings and/or special functions.

Clean areas used for preparing and serving food.

**Qualifications:**

**Minimum Entrance Requirements:**

Applicants must have at least six months of full-time, or equivalent part-time experience in building custodial or institutional housekeeping work.

**Special Requirements:** None

**Comments:**

The position start date is May 30 thru September 6, 2010.

**How To Apply:**

Interested persons should respond in writing, accompanied by a resume, cover letter and a DCR application for employment, no later than 5:00 p.m. on the closing date to:

Dave O'Neill, Business Management Specialist

Department of Conservation and Recreation  
PO Box 0829  
Carlisle, MA 01741

An application must be completed and returned with a resume. Resumes will not be considered without an application. Applications are available on the DCR WEB site at [WWW.state.ma.us/DCR](http://WWW.state.ma.us/DCR).

The Department of Conservation and Recreation, is an affirmative action employer, is committed to ensuring that all of its programs and facilities are accessible to all members of the public. It is the policy of the Massachusetts Department of Conservation and Recreation not to discriminate on the basis of age, color, disability, national origin, race, religion, sex or sexual orientation. Inquiries regarding compliance by the Department of Conservation Title IX and other civil rights laws may be directed to Human Resources at 617-626-1282. This document is available in other formats to accommodate the needs of individuals with disabilities.

**Agency Web Address:**

<http://www.mass.gov/dcr/>

**Diversity Officer:**

Ms. Agatha Summons-McGuire, (617) 626-1282

An Equal Opportunity/Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.