



## **Maintenance Worker - Painter**

Virginia Union University (VUU), founded in 1865, is one of the oldest historically black colleges in America, and is a premier liberal arts institution located in Richmond, Virginia. The University is accredited by the Southern Association of Colleges and Schools and provides a nurturing, intellectually challenging and spiritually enriching environment as it develops scholars, leaders, and lifelong learners. Virginia Union University has a student body of approximately 1700 undergraduate and graduate students (including the School of Theology).

### **General Summary of Responsibilities:**

The Maintenance Worker - Painter performs routinely scheduled, project, and emergency painting and associated maintenance tasks on all University owned buildings and facilities.

### **Job Duties and Responsibilities:**

- Responsible for addressing painting needs.
- Responsible for assisting in planning and performing routine painting schedule for all campus facilities.
- Responsible for performing necessary furniture moves and space preparations required to perform painting assignments.
- Responsible for maintaining safe worksites.
- Responsible for assisting with additional maintenance department tasks as assigned.
- Responsible for ensuring that tools and equipment are properly used and maintained.
- Responsible for compliance with established policies and procedures concerning time and attendance and work practices and ethics
- Performs mandatory overtime and responds timely to emergency calls when requested.

### **Qualification:**

- Three years of experience in performing painting work using small trade tools, equipment, and supplies.

**Application Process:** The selected applicant may be required to submit to a background investigation. VUU is an Equal Opportunity, Affirmative-Action Institution committed to cultural, racial and ethnic communities and compliance with the Americans with Disabilities Act. Review of candidate materials will begin immediately and continue until the position is filled. Applications should include a resume with three references, including contact information and a cover letter. Inquiries and applications should be directed to: Virginia Union University, Director, Human Resources, 1500 N. Lombardy St., Richmond, VA 23220, or e-mailed to [Resumes@vuu.edu](mailto:Resumes@vuu.edu). Please call (804) 257-5841 if any questions.