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| Job Title: Custodial Engineer | Department/Shop: Ground Support Equipment |
| Reports To: GSE Lead Mechanic | Location: Missoula, MT |
| Supervisory Position: No | Travel Required: No |

Position Summary: This position is responsible for maintaining Neptune Aviation Services' campus facilities as directed to provide a clean, functional, and safe environment for employees, contractors, and clients.

Essential Responsibilities:

- Keeps buildings in clean and orderly condition.
- Performs heavy cleaning duties.
- Sweeps, mops, scrubs, and vacuums floors.
- Gathers and empties trash and recycling.
- Scrubs, sanitizes, and supplies restroom facilities.
- Inspect facilities for needed repairs and address with supervisor.

Additional Job Duties and Responsibilities:

- Responsibilities, training, and opportunities will increase as employee develops and gains experience.
- Special projects as assigned by Ground Support Equipment Lead Mechanic.

Knowledge, Skills, and Competencies:

- Ability to think analytically and be a problem solver.
- Ability to communicate effectively with customers and co-workers in a courteous and professional manner.
- Must be able to work well without supervision.
- Ability to use hand tools and other tools of the trade.
- Attention to detail and awareness of surroundings (what needs corrected).

Qualifications:

Any combination equivalent to the following would provide the required knowledge, skills and abilities needed to qualify.

- High School Diploma or Equivalent Certificate.
- Commitment to the mission and vision of Neptune Aviation Services Inc.
- Previous experience with custodial, hand tools and basic power tools.
- Proficient with the Microsoft Office suite of products.
- Desire to strive for perfection.
- Being an organized and dependable individual should be important to the successful candidate.

Physical Requirements and Working Conditions:

- Work assignments require moderate to strenuous effort. Frequently lifting parts and equipment that weigh up to 25lbs.
- Occasionally lift and carry items that weigh approximately 50lbs. Heavier weights may be lifted with mechanical lifting devices or assistance from other workers.



- Workers may climb, bend, stoop, crawl, and stand for prolonged periods on concrete or metal surfaces.
- Work is performed in hanger areas, outdoors, and in hazardous noise areas. Workers are exposed to extremes in heat, cold, and inclement weather.
- Work is sometimes performed in confined spaces and in awkward positions.
- Dirt, dust, grease, and aircraft fluids are common in the workplace.

Additional Information:

This job description is not intended to be all – inclusive, and the employee will also perform other reasonably related duties as assigned by immediate supervisor/management to fulfill job function or as deemed necessary. Neptune Aviation Services Inc. reserves the right to revise or change position responsibilities as the need arises. This description does not establish a written or implied contract of employment.

Employee Signature: _____

Date: _____

Company Representative Signature: _____

Date: _____