



Cow Creek Government Office

Facilities Intern

Job Code: 1390
Department: Education
Location: Roseburg, OR.
Minimum Hourly: \$15.00

POSITION PURPOSE:

Assists with various tasks in the areas of grounds, organization, and hand-on learning about facets of building maintenance. This will include learning about raw materials and products, equipment, problem solving, safety standards, and action planning.

Position Duties:

- Organizing supplies and materials.
- Shadowing facilities team.
- Learning safety standards.
- Supervised use of tools.
- Learning functions of products and equipment.
- Other duties as assigned.

QUALIFICATIONS:

- Currently enrolled in high school.
- Able to read and comprehend verbal and written instructions.
- Effective communication skills.
- Attention to detail, and detail oriented.
- Positive attitude, eager to learn, willing to take direction.
- Able to maintain composure when under stress.