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Part time night position and part time day position available

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Full-time Monday-Friday, 8-5pm.

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The University of South Dakota

HVAC Specialist

The University of South Dakota is seeking an HVAC Specialist. Successful applicant will have significant experience in industrial level HVAC systems and equipment. Preference will be given to applicants with experience working with food service equipment and the candidate must have a Freon certificate or be able to obtain one within 6 months of hire. Applicant must also have a valid driver's license or be able to obtain one. Working hours are Monday -Friday 7:30a.m. to 4:00 p.m.

> For more details and to apply, go to https://yourfuture.sdbor.edu



EEO/AA

Full-Time Bookkeeper/Office Manager

Successful candidate must possess strong customer skills and be able to effectively communicate both written and verbally. Must have strong computer skills including QuickBooks, Excel and Word. Must be detailed oriented and work well in a team environment as well as independently. Benefits Available.

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The University of South Dakota

Facility Worker

The University of South Dakota is seeking a Facility Worker to provide custodial services. Duties will include, but are not limited to: room set ups, wet mop, strip and wax floors; vacuum and shampoo carpets; mop and/or buff floors; collect and remove trash; clean and dust furniture, windows and walls; clean and disinfect bathrooms and restock supplies; change light bulbs and clean light fixtures; remove snow; report needed repairs; and maintain a safe environment by cleaning up spills and removing hazards. Successful applicant should also be able to perform the essential duties, such as reading and following warning labels and written instructions in English and should have good work attendance and be able to work outside in all weather conditions.

For more details and to apply, go to



The University of South Dakota

Senior Building Maintenance Worker-Carpenter/Off Hours

The University of South Dakota is seeking a carpenter to perform a wide variety of duties in the fabrication, construction, maintenance and repair of University of South Dakota facilities. Successful applicant will have experience in repairing, replacing and modifying wood/metal or other materials utilized in campus buildings/ structures and furniture. Applicant must also have a valid driver's license or be able to obtain one. This position requires varied off hour shifts in order to provide staff coverage 24/7 365 days a

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The University of South Dakota

Senior Building Maintenance Worker/Off Hours

The University of South Dakota is seeking a Senior Building Maintenance Worker to repair and perform preventative maintenance work in various trades' areas to include HVAC, plumbing, electrical and carpentry areas. Successful applicant will have a strong technical understanding of applications associated with building maintenance; have the initiative to follow up and complete projects, the ability to meet deadlines and follow proper procedures and the knowledge of product usage. Applicant will also need to have a valid driver's license or be able to obtain one. This position requires varied off hour shifts in order to provide staff coverage 24/7 365 days a year.

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