



JANITORIAL SERVICES WORKER



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Port Corpus Christi (PCCA) is currently seeking a dynamic individual to assist with the long term strategic mission of the PCCA. The qualified individual performs cleaning services of offices, restrooms, breakrooms, floors, glass, fixtures, furniture and appliances in office buildings, guard posts, dock houses, maintenance facilities and operational facilities.

» JANITORIAL SERVICES WORKER:

- » Responsible for all cleaning services of offices, restrooms, break rooms, floors, glass, fixtures, furniture and appliances for all office buildings, guard posts, dock houses, maintenance facilities and operational facilities.
- » Vacuums and shampoos carpeted floors; mops and polishes tile, vinyl and other hardwood floors.
- » Cleans sinks, commodes, urinals and other fixtures in restrooms.
- » Cleans and polishes glass and mirrors; cleans windows indoors and outdoors.
- » Empties trash cans into dumpster, and empties recycle receptacles into special containers.
- » Empties large trash cans at docks and other outdoor facilities.
- » Ensures restrooms and break rooms are adequately stocked daily and restocks supplies such as paper towels, soap and toilet paper when needed.
- » Cleans tables, counter-tops, dishes, sinks, microwave ovens, stoves, refrigerator and other appliances in break rooms.
- » Assists with clean-up of facilities after special, extreme and/or catastrophic events.
- » Under special circumstances assists

maintenance staff with essential functions such as boarding up and tying down facilities/structures in preparation of storms and other potential disasters.

- » Provides assistance to other employees to achieve maximum departmental efficiency.
- » Functioning in pre or post-disaster preparedness as an essential employee.
- » Promotes safety awareness and environmental consciousness, and complies with all applicable safety environmental procedures and regulations.
- » Adhering to PCC policy and maintaining good, positive employee and customer relations and works towards a safe work environment.

ESSENTIAL PHYSICAL JOB FUNCTIONS

While performing duties, this position regularly requires standing, walking, reaching, using hand to finger movements; frequently required to stoop, kneel, crouch or crawl and lift and/or move up to 50 Pounds and occasionally sit, climb or balance.

- » Exposure to adverse weather conditions, fumes and/or airborne particles, high precarious places and risk of electrical shock. Moderate noise levels and moving mechanical parts are present.
- » Ability to operate a light-weight highway vehicles and standard office equipment.



ESSENTIAL SKILLS:

EDUCATION

- » High school diploma or equivalent
- » Ability to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment

EXPERIENCE & JOB KNOWLEDGE

- » Minimum six month's cleaning or janitorial experience or acceptable equivalent experience.
- » Ability to speak, read and understand English.
- » Ability to carry out instructions furnished in written, oral or diagram form.
- » Must possess considerable judgment to safety and efficiently operate and maintain equipment.
- » Ability to communicate clearly with staff and clients.

» COMPENSATION & BENEFITS:

Our employees enjoy a fabulous benefits package including:

- » Competitive salary paid bi-weekly
- » Texas County & District Retirement System (TCDRS) retirement plan
- » 457 deferred compensation plans
- » Flexible Spending Account
- » Low-cost high quality benefit package, health, dental & vision plan with on-site wellness program

Salary commensurate with experience.
Relocation assistance may be available.

- » Life insurance and long-term disability plans
- » Paid leave (vacation/sick/bereavement)
- » Eleven paid holidays
- » Auto allowance
- » Health club benefit
- » Tuition reimbursement
- » Passes to local venues, such as the Texas State Aquarium and the USS Lexington Museum



APPLICATION PROCESS

Interested and qualified candidates may apply online at www.portofcc.com or by contacting Workforce Solutions of the Coastal Bend at (361) 882-7491. Applications and resumes must be submitted to the PCCA Human Resources Department on or before April 13, 2018 4pm CST.

PCCA leadership will review submittals and only the most highly qualified candidates will be invited for a meeting to further discuss the Janitorial Services Worker. The successful candidate will undergo a background investigation and must be ELIGIBLE TO OBTAIN a Transportation Worker Identification Card (TWIC) in accordance with 33CFR101.514.

PCCA is an Equal Opportunity Employer

ABOUT PORT CORPUS CHRISTI

It is the mission of Port Corpus Christi to leverage commerce to drive prosperity. The Port's vision is "to be the energy Port of the Americas." It has already achieved that status as the 4th largest Port in the United States in total tonnage.

WHO WE ARE

- » > 100 million revenue tons in 2017 (4th in nation)
- » > 85,000 Port related jobs with 200 + Employees
- » > \$335 Million State and Local Tax Revenue
- » Over 25,000 acres under management
- » Public Corporation and Texas Political Subdivision
- » 10-Year \$1 Billion Capital Investment Project

IN THE LAST DECADE

- » Significant Diversification of Cargo & Customer Customers
- » Operating Revenues of Nearly \$100 Million
- » Total Assets in Excess of \$700 Million
- » Capital Expenditures in Port Infrastructure exceed \$100 Million annually
- » Environmental Investments > \$25 Million



PCCA facilitates goods movement all over the world; from petrochemical to agriculture; from wind components to hot briquette iron.



PCCA is a recognized leader in environmental initiatives and stewardship



PCCA's Engineering Services Department is responsible for execution on over \$700 million in capital projects over the next decade.



PCCA is protected by a state-of-the-art security department, with a fully sworn police force



PCCA operations are guided by an Environmental Management System, ISO 14001, providing environmental awareness and protection of assets.



PCCA is governed by a seven-member board with appointees from the City of Corpus Christi, Nueces County and San Patricio County.



THE CORPUS CHRISTI REGION

Corpus Christi is a coastal city in South Texas with a temperate climate and friendly people. The region features miles of shoreline and abundant outdoor recreational opportunities, numerous festivals, entertainment venues and culinary options. A strong local workforce is bolstered by exceptional higher education opportunities at Texas A&M University Corpus Christi and through the Del Mar College System. With a metropolitan area of nearly half a million people, the city is packed with modern amenities and traditional comfort.