COMMENCEMENT 2017 OVERTIME SPECIAL POSTING FOR LOCAL 528 MEMBERS

Please note: shifts will be filled in accordance with state seniority. If Local 528/C94 does not meet quota, members of ESP (formerly ACT) and PTAA will be considered from the sign-up sheet.

ALL INTERESTED EMPLOYEES ARE ASKED TO SIGN UP AT THE SHERMAN BUILDING 2ND FLOOR, FACILITIES SERVICES ADMINISTRATION OFFICE WITH DIANA MONDRAGÓN NO LATER THAN 4:00PM FRIDAY MAY 12TH, 2017

If you have any questions, please contact Diana @ 4-2723 between 7:30AM-3:30PM.

The University needs approximately 40 people on Saturday, May 20th and approximately 30 people on Sunday, May 21st to work on overtime basis for Commencement 2017. This work includes setup and breakdown of equipment and supplies, custodial duties, grounds cleaning, and all other jobs relating to the event.

Please note: shifts will be filled in accordance with state seniority. If local 528/C94 is unable to meet quota, members of PTAA and ESP (formerly ACT) will be considered from the signup sheets.

Shift Examples: (Times are subject to change)

Saturday, May 20th:
- Lands & Grounds: Report to 210 Flagg Rd Surge Bldg Room 203 at 6AM
- M & R: Report to Sherman Building, 6AM
- Custodial Services: Report to Sherman Bldg, 5AM

A half hour will be deducted for a mandatory lunch break after 8 hours.

Sunday, May 21st
- Lands & Grounds: Report to 210 Flagg Rd, Surge Bldg Room 203 at 6AM
- M & R: Report to Sherman Building, 6AM
- Custodial Services: Report to Sherman Bldg, 5AM

A half hour will be deducted for a mandatory lunch break after 8 hours.

Athletic Complex: Report to Jodi Hawkins at Mackal Field House. Saturday & Sunday start at 5:00AM until completion both days, Breaks will be 9:15AM and 4:30-4:45PM, a half hour will be deducted for a mandatory lunch break after 8 hours. THESE TIMES ARE SUBJECT TO CHANGE.

ALL INTERESTED EMPLOYEES ARE ASKED TO SIGN UP AT THE SHERMAN BUILDING, 2ND FLOOR FACILITIES SERVICES ADMINISTRATION OFFICE NO LATER THAN FRIDAY, MAY 12TH, 2017 AT 4:00PM.

FT ACCADEMIC YEAR EMPLOYEES END MAY 13TH, 2017 AND CANNOT WORK PAST THAT.

BY SIGNING UP IT DOES NOT GUARANTEE THAT YOU WILL GET THE DEPARTMENT YOU SIGN UP FOR. IF YOU ARE NEEDED IN ANOTHER DEPARTMENT THEN YOU WILL BE ASSIGNED THERE.

***IF YOU SIGNED UP IN MARCH FOR SPRING CLEAN-UP, THAT DOES NOT COUNT TOWARDS THIS LIST. THIS IS A SEPARATE POSTING AND EVERYONE MUST SIGN UP!!!!!!