



Job Description | Turn Temp Labor

If you've performed a student housing turn before you understand. If you haven't, we're here to help. Just remember... this is not your average temp project! Student housing turns typically last 10-21 days, where hundreds of students are moving out of a single community just days before a fresh crop is moving back in. Meaning time is of the essence. But never fear... The Turn Company is here to guide you through our process! Below are some key factors to take into account.

- Each day our Project Coordinator will assign you or your crew a list of areas or apartments that need some level of attention. Projects can include assisting with unit trash outs, groundskeeping, assisting maintenance with HVAC or preventative maintenance projects, furniture assembly and installation, and helping residents on Move-in Day. Turning student apartments is about staying on schedule, so be sure you understand the time constraints of any project you are given.
- Potential assignments:
 - **Furniture Installation** - when furniture arrives at a property during turn it is often all hands on deck to unload, deliver, install, and clean up. If you are on furniture installation be sure you are physically able to lift 50 lbs or more and can operate smaller tools like allen wrenches for assembling the furniture. Usually, jobs will be broken up into delivery, assembly, and clean-up, but you may end up doing all three.
 - **Groundskeeping** - property beautification is often put on the back burner during turn but remains a critical aspect of day-to-day operations for the community. This can include picking up trash around the exterior of the buildings, landscaping (mowing, edging, trimming bushes, planting flowers), walking hallways and common areas, emptying trash bins, etc.
 - **Housekeeping** - along the same lines as groundskeeping, our team may be short-handed on cleaning during turn. Housekeeping could include sweeping and mopping floors, wiping down common areas and fitness equipment, cleaning offices and bathrooms, floor treatments, or shampooing carpets. These are necessary services that every community needs to maintain during turn.
 - **Move-in Day Assistance** - residents and families often need help to get moved in as quickly as possible, and we want to assist them with this. If you are assigned to help residents move in, then you'll have to be extra careful with their personal items. You will be interacting directly with our customers so you must be friendly and respectful at all times, and report any incidents or complaints to the Project Coordinator immediately.
 - **Maintenance Assistance** - maintenance workers at our communities are tireless and their projects cover every physical part of the property. During turn, they may need help with their punch lists (changing out light bulbs, replacing air filters, smoke detector batteries, etc.), minor repairs (replacing a garbage disposal), major repairs (new HVAC condenser installation), painting touch up in units or common areas, preventative maintenance projects (testing emergency systems, inspecting boilers, cleaning compactor rooms, maintaining common areas), or any other type of project where the maintenance team needs an extra hand.



- Occupied Bedrooms & Common Areas
 - Occupied bedrooms will only be entered when accompanied by an on-site team member or member of the Turn. team. All interactions with residents and their families and guests should be limited and professional at all times.

- All necessary equipment will be provided to you by the onsite management or Turn. teams. Be sure to stay hydrated especially when working outside. If you are given any equipment you aren't comfortable operating let the onsite management or Turn. team know immediately. Always use proper safety equipment and protect yourself from the elements, this can be as simple as wearing gloves and a hat when outside.