Working Together

The mission of CPFM is to build, maintain, operate, and renovate enduring facilities, while providing facilities management services and support services that exceed our customers’ expectations. To do this, we must work well with others in our sections and cooperate with our supervisors. At all times, we should provide friendly and courteous service to students, faculty, staff, and the public. We should also be willing to assist a co-worker when needed. Gossip, rumors, or disparaging remarks about supervisors, co-workers, or other departments are to be avoided. In some cases, our work is sensitive and should not be discussed outside of normal work channels.

One important way that we can work together is to try to understand and support the needs of all the different sections within CPFM. It is important that we acknowledge the hard work and pride all sections take in the appearance of the campus.

Working well together requires the cooperation of all personnel within CPFM. This means that not only must we do our very best on our own job assignments, but we must also be alert to observe conditions that need attention outside the area of our own responsibility. For instance, we can all help out in keeping the campus orderly and well maintained. Such items as damaged walls or ceilings, missing floor tiles, broken switch plates, burned-out light bulbs, roof leaks, broken tree limbs, safety hazards—all these and other similar defects should be reported promptly to your supervisor.

This procedure will truly assist in making ours a more successful team. Please help us in this effort.