

CUSTODIAN

CLASS SUMMARY

Under general supervision – keeps assigned building areas clean, sanitary, safe and orderly; may do some outdoor cleaning of patios, sidewalks and walkways and does related work as required.

REPRESENTATIVE DUTIES

Sweeps, mops, scrubs and waxes floors; vacuums rugs and carpets, dusts, waxes, washes and polishes furniture and woodwork; cleans walls and blackboards; cleans restrooms, locker rooms and showers; sweeps sidewalks and patio areas; washes windows; may participate in a thorough cleaning and restoring of the school plant; makes minor repairs to school equipment and buildings and reports the need for other repairs; turns out lights and locks doors; fills paper and soap dispensers; replaces lights, inspects buildings and grounds for broken equipment or vandalism; empties trash and garbage cans.

ORGANIZATIONAL RELATIONSHIPS

Positions in this class report to the Custodial Supervisor, depending upon assignment and/or shift worked and are responsible for an assigned area. Custodians may also be assigned to clean some patios, walkways, or similar outside area. Custodians are normally assigned to work late night and early morning shifts, but may be assigned to work any shift.

DESIRABLE QUALIFICATIONS GUIDE

Training and Experience

Good work history demonstrating reliability, responsibility and good work habits. Some experience as a Custodian is desirable.

Knowledge and Abilities

Knowledge of: written and spoken English, such as might be required to read labels and follow written or oral directions and to make oral reports to the supervisor; basic cleaning methods and equipment; safety practices in custodial work.

Physical Requirements: perform regular custodial duties which requires climbing stamina and some heavy lifting.