



Submitted For
Approval: 6/11/2019
Effective: 7/01/2019

JOB TITLE:	CUSTODIAN
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	1B, GRADE 2
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8592
BARGAINING UNIT:	CLAH

SCOPE OF RESPONSIBILITIES

Provides efficient, quality cleaning (housekeeping) tasks District buildings following established practices, standards and methods under the direction of the supervisor.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Cleans offices, classrooms, restrooms, corridors, windows, and walls as required by assignment
- Operates electric sweepers, floor machines, wet/dry vacuums, etc.
- Follows usage instructions/dilution ratios of cleaning chemicals and other custodial products
- Assumes responsibility for daily walk through grounds to ensure safe and healthy environment for students and staff
- Cooperates and works closely with lead custodian (where assigned)
- Performs all work in accordance with established standards, methods and practices
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by the appropriate supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull medium weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

- High School Diploma or G.E.D.
- Ability to perform basic commercial cleaning (housekeeping) tasks in schools and office buildings
- Ability to use/operate commercial cleaning equipment
- Effective communication skills

DESIRABLE QUALIFICATIONS

- Experience in a diverse workplace

FOOTNOTE

This position may be categorically funded and re-employment subject to periodic review based on availability of funds and continued need for the project.