

Our Vision
*Excellence in education,
 community, and self for success in
 tomorrow's opportunities.*



Our Mission
*Maximize and foster learning and
 growth for all through continuous
 improvement.*

May 2019

JOB TITLE:	CUSTODIAN
DEFINITION:	The Custodian provides students with a safe, clean, attractive and efficient place in which to learn, play and develop. The Custodian reports directly to the Building Principal and Maintenance Supervisor.
QUALIFICATIONS:	<ol style="list-style-type: none"> 1. Ability to read basic operating instructions and write reports. 2. Aptitude for successful completion of tasks assigned. 3. Certificate of fitness for duty signed by a licensed physician. 4. Such alternative to the above qualifications as the Board may find appropriate and acceptable.
KEY FUNCTIONS:	<ul style="list-style-type: none"> • Cleans and maintains all portions of the building and grounds to which he or she is assigned; • Performs necessary painting and general repairs not provided by maintenance; • Participates in the general cleaning and maintenance of the school building; • Address custodial concerns in individual rooms as requested by teachers or the Building Principal; • Requisitions and receives supplies and equipment, and maintains inventories thereof; • Responsible for general security of the building; • Responsible for general fire safety of the building; • Performs emergency repair or cleaning services as required or directed; • Reports all necessary maintenance work and repairs to the Building Principal; • Performs any and all custodial functions deemed necessary by the Building Principal. • The custodian must: <ul style="list-style-type: none"> ○ Sweep the halls on at least a daily basis, or more frequently as needed; ○ Mop all restrooms on at least a daily basis, or more frequently as needed; ○ Mop all locker rooms on at least a daily basis, or more frequently as needed;

	<ul style="list-style-type: none"> ○ Clean all toilets on at least a daily basis, or more frequently as needed; ○ Ensure that all floors are swept, bathrooms and locker rooms are clean prior to any athletic events or events open to the public or parents.
PHYSICAL DEMANDS:	<p>This position requires physical ability to carry out the following activities, with or without reasonable accommodation:</p> <ol style="list-style-type: none"> 1. Walking, climbing stairs, ladders or scaffolds, reaching, crouching, crawling, stooping, the ability to push, pull or lift up to 50 pounds. 2. Communicating with others (talking, hearing, keyboarding and handwriting); 3. Observing instructional activities (seeing, listening to oral interpretation); 4. Facilitating delivery of materials and equipment to appropriate sites.
CAPACITY AND ABILITY REQUIREMENTS:	<p>In order to learn or perform duties adequately, the following are required:</p> <ol style="list-style-type: none"> 1. Adaptability to performance of a variety of duties, without loss of efficiency or composure. 2. Ability to accept direction. 3. Adaptability to dealing with people. 4. General learning ability; ability to understand instructions, concepts and underlying principles; ability to reason and make judgments. 5. Ability to understand meanings of words and ideas associated with them, and to transfer understandings to individuals and groups as necessary. 6. Ability to perform manual functions easily.
WORK CONDITIONS:	<p>Normal working environment. The custodian may be exposed to extreme temperatures, extreme weather, and chemicals.</p>
GENERAL REQUIREMENTS:	<p>This job description is intended to describe the general nature and level of work to be performed by those assigned to this position. It is not intended to be a complete list of responsibilities, skills and duties required of the Custodian.</p>
TERM OF EMPLOYMENT:	<p>Varies.</p>
EVALUATION:	<p>The position is evaluated by the Building Principal or other designee.</p>