

CUSTODIAN

DISTINGUISHING FEATURES OF THE CLASS:

The position involves responsibility for performing cleaning and minor maintenance duties in a school or other public building. The work is performed under direct supervision of the Head Custodian or other supervisor with leeway allowed for the exercise of independent judgment in keeping the building up to approved standards of cleanliness and operation. Supervision may be exercised over the work of other cleaning personnel. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Clean floors, stairs, windows, walls, blackboards, sinks and other fixtures;
Dust and polish desks, woodwork, furniture and other equipment;
Collect and dispose of refuse;
Arrange chairs, tables and other equipment for special events;
Perform grounds keeping activities such as clearing snow, mowing lawns, trimming shrubs, and raking;
Perform minor repairs in classrooms, restrooms, and other areas in and around the building(s);
Open and close building, securing windows, locks and doors;
Unload supplies and equipment from trucks;
May perform semi-skilled carpentry, painting, plumbing, electrical and other building maintenance tasks;
May prepare and/or maintain inventories, records and reports;
May maintain swimming pool by cleaning filters and water, sanitizing decks, and taking water samples;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Good knowledge of building cleaning practices, supplies and equipment, and ability to use them efficiently and economically;
Good knowledge of various cleaning tools and equipment commonly used by janitors and custodians;
Working knowledge of basic proper safety and health practices in areas of cleaning, building operation and maintenance;
Ability to recognize potentially unhealthy, unsafe or otherwise hazardous conditions;
Ability to make minor plumbing, electrical, carpentry and mechanical repairs and to perform a variety of routine maintenance tasks;
Ability to understand and carry out oral and written instruction; and
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

One (1) year of full-time or equivalent part-time paid building cleaning or minor building maintenance experience.

Jurisdiction Class:	Competitive
Civil Division:	School Districts
Adoption by YCCSC:	4/3/1997
Revision by PO:	5/2/2013

