



JOB TITLE: CUSTODIAN

Classification: Classified
Salary Range: 20

Retirement Type: PERS*
Revised, Reallocated and Board Approved: September 13, 2004

BASIC FUNCTION:

Under the direction of an assigned supervisor, maintain assigned buildings, rooms or office space in a clean and orderly condition.

REPRESENTATIVE DUTIES:

Sweep, scrub, mop and wax floors, vacuum rugs and carpets.
Dust and polish furniture and woodwork.
Empty and clean waste receptacles.
Clean restrooms, wash windows and walls, clean blackboards/whiteboards.
Polish metal work.
Maintain equipment and materials.
Assist in cleaning kitchens and snack bar equipment.
Assist in moving and arranging furniture and equipment, set up auditorium or classrooms for special events or meetings.
Adjust shades and blinds; adjust desks and other related furniture.
Clean and pick up paper on grounds and courts.
Assist maintenance crews performing painting, carpentry or other maintenance work as assigned.
Performs related duties as assigned.

JOB QUALIFICATIONS:

Education and Experience:

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above and six months of custodial work experience.

OTHER QUALIFICATIONS:

Knowledge/Areas of Expertise:

Basic methods of cleaning and preserving floors, walls and fixtures.
Basic cleaning materials, disinfectants and equipment used in custodial work.
Common cleaning tools and their uses.
Safe work practices.
Safe and proper use and storage of hazardous and toxic substances.

Abilities/Skills:

Learn assigned schedule, procedures and use of tools used in custodial work.

Use common electrical cleaning equipment.

Perform physical labor.

WORKING CONDITIONS:

Use of cleaning materials.

Move from one location to another.

Lift, carry and move up to 40 lbs.

Hand, finger, wrist, foot dexterity

Long periods of standing, walking.

* Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.