



CUSTODIAN I

GENERAL RESPONSIBILITIES

Perform responsible unskilled work in the care and cleaning of school buildings.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Clean the cafeteria after each lunch bell, clean tables, realign chairs, mop cafeteria.
- Pick-up paper and trash in bathrooms and hallways, clean up spills such as vomit and other mistakes which come from children or other adults.
- Pick-up paper and trash around school and grounds.
- Dump trash in classrooms, clean chalkboards every day, sweep the floors of the classrooms, dust each room high and low, and set classrooms back up for the next day.
- Wash off desks for students and teachers, move classroom desks and tables from one part of the school to another, which sometimes is either up or down stairs.
- Set up for PTA in cafeteria, auditorium, library and set them back up for the next day.
- Set up for special events and meetings.
- Vacuum floors, shampoo carpets, wash walls, fix lockers, clean rooms once after school programs are finished, wash windows, wash off graffiti, wash bathroom stalls.
- Mop bathrooms after cleaning, mop and wax hallway and classrooms floors.
- Secure and lock all classrooms and outside doors at the end of the school day.
- Clean teacher's lounge.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Some knowledge of cleaning methods, materials and equipment; ability to understand and follow simple oral and written directions; ability to establish and maintain effective working relationships with associates and school staff; basic ability to read and speak/understand English.

EDUCATION AND EXPERIENCE

GED or some high school. Some custodial experience preferable.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to lift 50 lbs.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

None