

CUSTODIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: This is routine and repetitive manual work calling for the efficient and economical performance of building cleaning and occasional minor maintenance tasks. Cleaning tasks are performed according to a well-established procedure, and maintenance tasks are performed under direct supervision or according to specific instructions. Supervision is received from a custodian or other superior. Supervision over the work of others is not a responsibility of employees in this class.

A Custodial Worker also does related work as required.

TYPICAL WORK ACTIVITIES:

- Sweeps and mops floors and stairs;
- Dusts desks, woodwork, furniture and other equipment;
- Washes windows, walls, blackboards, sinks and other fixtures;
- Polishes furniture and metal furnishings;
- Empties waste baskets, collects and disposes of rubbish;
- Clears snow and ice from walks;
- May mow lawns, trim shrubs, rake leaves and perform a variety of other groundskeeping tasks as assigned;
- Assists in the operation of an oil, gas or coal fired low-pressure heating system including firing and removing ashes;
- Delivers packages and messages;
- Places and removes traffic safety signs;
- Arranges chairs and tables and other equipment for special use of school building;
- Repairs window shades, replaces light bulbs, soap and towels;
- Paints rooms and equipment and assists in making minor plumbing, carpentry, and electrical repairs.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of building cleaning practices, supplies and equipment; ability to follow simple oral and written instructions; willingness to perform routine cleaning and other manual tasks; ability to get along well with others; thoroughness; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

ADOPTED: April 14, 1976
CSCM