

CUSTODIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the efficient and economical performance of building cleaning and assisting in 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. This position differs from that of Custodian in that Custodian has a greater responsibility for determination of building cleaning and maintenance needs and independent performance of minor building maintenance tools. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Sweeps, mops and washes floors and stairs;
Uses heavy mechanical equipment in stripping, waxing and polishing floors;
Dusts chairs, tables, desks and other furniture;
Polishes furniture and other items;
Empties wastebaskets, collects and disposes of trash;
Arranges chairs and tables and other equipment for special use of building;
Repairs window shades, replaces light bulbs, soap and towels;
Moves furniture, supplies and other equipment;
Cleans walls, bath fixtures, equipment and furniture daily;
May clear snow and ice from walks;
May mow lawns, trim shrubs, rake leaves and perform a variety of other groundskeeping tasks as assigned;
May assist in the operation and maintenance of an oil or gas fired low pressure heating system;
May sand and repair desks, tables and chairs;
May assist in making minor plumbing, carpentry and electrical repairs;
May load and unload trucks.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of common cleaning, disinfecting methods, materials and equipment;
Skill in the use of cleaning and maintenance equipment (e.g. vacuum cleaner, carpet shampooer and floor buffer);
Skill in the use of grounds maintenance tools and equipment (e.g. trimmers, mowers, snowblowers, chain saw);
Ability to understand and follow simple oral and written directions;
Ability to lift heavy objects and perform work requiring bending, climbing, reaching and repetitive motion;
Ability to get along well with others;
Willingness to perform routine cleaning and other physical tasks;
Willingness to be exposed to dust, dirt, grease, grime, offensive sights and odors;
Thoroughness;
Dependability;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None are required.