

260 DAY CUSTODIAN

Qualifications:

1. Good health and physically capable of performing assigned tasks
2. At least 18 years of age
3. Capable of understanding and carrying out instructions
4. Able to get along with children, teachers, and fellow workers.
5. Able to perform tasks with only occasional supervision.
6. Knowledge of and experience in cleaning methods, supplies, and equipment.
7. Dependable.

General Responsibilities:

Provides a clean, healthful, and safe environment for students & staff, including, but not limited to:

- Sweeping
- Dusting
- Mopping
- Cleaning lavatories and metal work
- Cleaning rugs and carpets
- Washing windows and walls
- Washing furniture and polishing
- Running of auto scrubber
- Buffing floors
- Changing light bulbs/tubes
- Security – doors shut/locked
- Keeping walks and steps free of ice, snow, & debris
- Collects and disposes of debris
- Promotes the overall safety and welfare of the students
- Makes repairs within capabilities
- Keeps the assigned area neat, clean, and sanitary
- Reports all damage or wear to school facilities each day to head custodian and/or office
- Performs other duties as assigned by the building principal and/or director of buildings & grounds

Time Requirements:

1. Works 260 days, 12 paid holidays, 8 hours daily.

Evaluation:

1. Yearly by the director of Buildings and Grounds