

CUSTODIAN I

CL:12

DEFINITION

Under general supervision of the Supervisors of Maintenance & Operations, this position provides custodial, minor maintenance, and gardening services for the care and upkeep of buildings and grounds at the assigned school site.

DUTIES

Maintains building and other assigned areas in a clear, sanitary, and safe condition; Sweeps, scrubs, mops, cleans, and waxes floors of rooms; Vacuums carpeted areas; Cleans and dusts walls, lockers, furniture, and fixtures; Cleans, washes, and scrubs toilets and other plumbing fixtures; Sweeps walks and asphalt areas; Washes windows; Operates and regulates valves, pumps, compressors, thermostatic controls and fans; Maintains stockrooms and supply closets; Locks and unlocks school doors; Disposes of rubbish; Moves supplies, furniture, and equipment; Makes minor repairs; Checks hot water, fuel, oil, and classroom temperatures; Checks fuel oil level; Replaces light bulbs; Cleans blackboards; Locks up playground equipment; Raises and lowers flag; Reports or corrects dangerous or unsightly conditions on the premises; Exercises judgement and care in intercepting unidentified or questionable individuals on the school grounds during and after school hours; Directs and supervises subordinates as may be assigned; Routinely waters and maintains lawns and shrubbery; Assists in school operations as directed; Performs other duties reasonably related to the job class.

MINIMUM QUALIFICATIONS

KNOWLEDGE: Knowledge of modern cleaning methods, materials, tools, and equipment; Maintenance principles and sanitary methods.

ABILITY: Make minor repairs to buildings and equipment; Plan, organize, and efficiently carry out details of a work schedule; Physical strength, stamina, and endurance with the ability to do vigorous manual work and to lift heavy loads, in accordance with health and safety codes; Personality and character suitable for working in schools.

EXPERIENCE: None required.

EDUCATION: Completion of the eighth grade or equivalent.

OTHER: Possess a valid California motor vehicle operator's license.

IUSD – Custodian I

NORMAL TERMS OF SERVICES

Eight hours per work day, twelve months per year.

IMMEDIATE SUPERVISOR(S)

Supervisor of Maintenance & Operations in Coordination with School Site Principal

REPORTING SUPERVISOR

Supervisor of Maintenance & Operations

REVIEWING OFFICER

Supervisor of Maintenance & Operations

APPROVED: 5/9/96