

PUBLIC SCHOOLS OF EDISON TOWNSHIP
Office of Human Resources

JOB DESCRIPTION

I. TITLE:

Custodian – Activities and Repairs Custodian

II. PRIMARY FUNCTION

Under the direction of the Facility Manager – perform varied and routine tasks involved in cleaning and maintaining the school system's buildings and grounds

III. REPORTS TO

Facility Manager/Principal

IV. QUALIFICATIONS

- Knowledge of plant operation and maintenance; cleaning methods and procedures; heating and ventilation. Minimum experience as determined by the Board.
- Mechanical abilities
- Good physical health and ability to perform assigned tasks
- Ability to read, write and communicate effectively
- Must be able to lift at least 50 pounds
- Must be able to climb a ladder to perform lighting maintenance and any other custodial tasks that may require climbing
- Good work record
- Must possess a Black Seal License
- Ability to operate equipment
- Such other qualifications of academic, professional and personal excellence as the Edison Township Board of Education may specify

V. MAJOR DUTIES AND RESPONSIBILITIES

- Change filters, fan belts, oil and grease equipment
- Perform minor repairs and paint
- Prepare and clean up for sporting events, activities and plays, etc
- Assist custodian as required
- Perform such other duties as may be assigned by the Superintendent and/or designee

VI. TERMS OF EMPLOYMENT

Salary and schedule are in accordance with the provisions of the BOE/EPSCMA contract

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Job Description/Section VI CUSTODIAN – ACTIVITIES AND REPAIRS CUSTODIAN

~~APPROVED: November 22, 2010~~

APPROVED: March 28, 2011