

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

POSITION PROFILE – CUSTODIAN

QUALIFICATIONS

Possession of a high school diploma or equivalent.

Ability to read, speak, and communicate to comply with all Labor and Industry regulations.

Ability to be reached and work a flexible schedule when needed.

SKILL PREPARATION

Ability to perform routine tasks with consistency.

Ability to lift items weighing up to 50 pounds and ability to use a ladder.

Ability to complete building cleaning and maintenance as trained.

Ability to be cooperative and service-oriented.

Ability to work in a team environment and maintain a positive attitude.

Ability to utilize appropriate written and verbal communication skills, as well as appropriate interpersonal skills.

DUTIES AND RESPONSIBILITIES

Be responsible to the Head Custodian for the completion of all assigned duties with accuracy, professionalism, and confidentiality.

Monitor all public areas.

Dust mop, sweep, wet mop, spray-buff floors, vacuum, and use chemical spray wipes.

Scrub and clean restroom fixtures and keep restrooms supplied with towels, soap, and other items.

Dust and clean walls, doors, windows, woodwork, and other above-floor surfaces.

Dust, clean, and polish furniture.

Receive and supervise dock operations as required by the Head Custodian.

Adjust plumbing fixtures, as required.

Change filters, lamps, and ballasts, as needed or directed.

Report all maintenance problems, fire hazards, and safety issues to supervisor.

Perform snow removal per procedures of snow removal policy.

Empty all trash cans and pencil sharpeners in classrooms.

Clean whiteboards/chalkboards in classrooms.

Perform the building-specific task list.

Perform special project cleaning and maintenance of buildings as directed by immediate supervisor.

Discharge all other assignments delegated by the Head Custodian.

EVALUATION

Evaluation will be conducted by the Head Custodian in the areas of core competencies and position performance.