FACILITY SERVICES WORKER

Job Code: 465ABE
Bargaining Unit: 12
Effective Date: 12/29/2009

Description of Work

General Statement of Duties
Performs a variety of general duty cleaning and routine maintenance tasks in an assigned area of a school district facility; and performs related duties as required.

Supervision Received
Works under the close supervision of a higher-level custodial employee.

Supervision Exercised
None.

Typical Duties Performed

The listed examples may not include all the duties performed by all positions in this class.

Sweeps, dust mops and wet mops hallways, floors, and stairs; strips, seals, and waxes floors; vacuums and shampoos carpet.

Cleans washroom walls, floors, tiles, and fixtures; replenishes washroom supplies.

Empties wastebaskets and moves large containers of trash and garbage to central disposal area; moves boxed supplies from storeroom to other parts of building.

Sets up, disassembles, and moves tables and chairs, furniture, and equipment.

Cleans debris and waste matter from clogged drains and toilets.

Washes walls and furniture with industrial wall-washing and furniture-washing machines.

Removes snow and ice from sidewalks and other paved surfaces using manual or powered equipment; spreads sand and salt.

Mows and trims grassy areas surrounding building.

Dusts room and office furniture, windowsills, and other surfaces.

Cleans swimming pool floors.

FACILITIES ERVICES WORKER

Typical Duties Performed (continued)

Adjusts and/or replaces window shades.

Replaces light bulbs and fluorescent tubes; washes light fixtures.

Patches broken windows.

Locks and secures building.

Knowledge, Skills and Abilities

Some knowledge of general housekeeping and cleaning techniques.

Some skill in operating a wide variety of tools and equipment; powered equipment such as buffers, scrubbers, vacuums, mowers, snow blowers; and hand tools.

Working ability to work effectively and independently and with public contact.

Working ability to communicate effectively with persons from diverse cultural, ethnic and socioeconomic backgrounds, including school personnel, students, parents and the public.

Working ability to understand and carry out oral and written instructions.

Ability to endure sustained periods of physical activity.

Ability to perform work requiring continuous standing and frequent walking.

Ability to safely lift objects of varying weights ranging from continuously for weights up to 15 pounds, frequently for weights up to 30 pounds, occasionally for weights up to 50 pounds and rarely for weights above 50 pounds.

Ability to push and/or pull up to 110 pounds occasionally.

Ability to climb stairs frequently and ladders occasionally.

Ability to occasionally balance, stoop, kneel, crouch and crawl.

Ability to frequently perform fine hand motion skills and grasp objects and to perform repetitive arm motions.

Minimum Qualifications

Must possess a High School Diploma or GED certificate.