CUSTODIAN ENGINEER 1

Job Code: 416ABE
Bargaining Unit: 12
Effective Date: 7/8/2011

Description of Work

General Statement of Duties
Performs custodial and routine maintenance work involving the interior, immediate grounds, and mechanical system of a small School District facility or a facility with limited program usage, or works under the direction of a higher-level engineer in a larger facility; and performs related duties as required.

Supervision Received
Works under the moderate supervision of a higher-level custodian engineer or a unit head.

Supervision Exercised
None.

Typical Duties Performed

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

Under general supervision, performs preventative maintenance by inspecting and maintaining boilers and mechanical equipment; inspects, adjusts, and changes belts and filters; oils and greases mechanical equipment.

Sweeps, dusts, and mops wood, tile, terrazzo, and other types of floors.

Reseals and waxes floors; vacuums rugs and carpets.

Cleans windows, walls, and woodwork.

Dusts, washes, and polishes furniture; washes light globe fixtures.

Washes urinals, bowls, sinks, and drinking fountains; empties wastepaper baskets.

Mows lawns, trims hedges, and keeps surrounding grounds neat and clean.

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Typical Duties Performed

Cleans sidewalks with power equipment or hand tools; sands sidewalks and removes ice and snow.

Opens up the building and ascertains that doors are locked, windows are closed, lights turned off, and shades are adjusted at the end of the day.

Moves furniture, desks, and equipment.

Replenishes towels, toilet paper, soap, and similar supplies; replaces light bulbs and fuses.

Unplugs toilets and sinks.

Fires and operates a heating plant and auxiliary equipment.

Greases, oils, and tends mechanical and electrical equipment.

Takes necessary steps to protect the building and its occupants in case of an emergency.

Makes minor emergency repairs and reports needed repairs or maintenance work to proper authorities.

Reports fuel, gas, power, and water consumption.

Cleans and chemically treats water in swimming pools.

Performs any or all of the typical duties of the lower-level custodial workers.

Contributes to the District's Strong Schools, Strong Communities efforts by partnering with other staff to contribute to student achievement and the alignment and sustainability of resources.

Knowledge, Skills and Abilities

Working knowledge of, and ability to perform, standard custodial practices and procedures.

Working knowledge of, and ability to perform, procedures required for the safe operation of small tools, machines, and equipment used in the cleaning, repair, and upkeep of buildings and grounds.

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Knowledge, Skills and Abilities (continued)

Working knowledge of the operation and maintenance of heating plant and equipment.

Working ability to demonstrate work practices.

Working ability to follow written and oral direction and communications.

Working ability to interact with school personnel, students, and the public in a tactful and effective manner.

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. Must possess and retain a Second Class Boiler license issued by the State of Minnesota. (No substitution for license.) Pool Certification will be required within six months of appointment if placed in a building with a pool.