

COLTON JOINT UNIFIED SCHOOL DISTRICT

CLASS TITLE: LOCKER ROOM ATTENDANT

BASIC FUNCTION:

Under the direction of an assigned supervisor, monitor activities and assist in assuring security of students in locker room areas according to established procedures; perform routine custodial duties and maintain locker room, shower areas and other assigned areas in a safe, clean and orderly condition.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Monitor activities and assist in assuring security of students in locker room areas according to established procedures; assure student behavior complies with established school and District rules and regulations; refer behavior problems to appropriate personnel.

Issue locks and lockers to students; provide combinations; maintain student card file for issued equipment and inventory of locks and combinations; assist students with locker problems; repair lockers as needed.

Dust, sanitize and wipe down lockers, doors, benches and other locker room areas; sweep concrete surfaces and remove debris from grounds adjacent to locker room and physical education areas.

Issue physical education clothing, equipment and uniforms; place soiled items in bags for cleaning; fold and store clean clothing; mend and repair uniforms and equipment as necessary; maintain uniform inventory; sell gym clothes as assigned.

Open and close locker room according to established procedures.

Assist in preparing indoor and outdoor physical education instructional area; set up equipment for use in class; duplicate and file materials as requested. assist in monitoring physical education activities as assigned.

Maintain locker room and physical education facilities in a clean and sanitary condition; clean and disinfect drinking fountains, showers and restroom facilities including sinks, toilets, stalls, door handles and other fixtures; fill dispensers with paper towels, soap, toilet paper, tissues and other items as needed; clean floors, mirrors, tile, and walls; empty and clean the waste receptacles.

Operate a variety of equipment such as vacuums, mops, washers, dryers, buffer/scrubber machines, blowers, physical education and other equipment as assigned.

Maintain routine records related to assigned activities.

Participate in the thorough cleaning and restoration of assigned facilities as required; perform minor maintenance work including painting, replacing tile and other maintenance activities as directed.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Modern cleaning methods including basic methods of cleaning and sanitizing floors and locker room facilities.

Cleaning materials, disinfectants and equipment used in custodial work.

Care, maintenance and storage of athletic equipment and clothing.

Safety practices and work methods.

Basic record-keeping techniques.

Interpersonal skills using tact, patience and courtesy.

Inventory methods and practices.

Proper methods of storing equipment, materials and supplies.

ABILITY TO:

Maintain locker room, showers, restrooms and other assigned areas in a clean and sanitary condition.

Provide assistance to instructors.

Learn the schedules, procedures and use of custodial tools and supplies.

Use common cleaning equipment and materials in a safe and efficient manner.

Communicate effectively with students.

Operate a variety of custodial and physical education equipment.

Meet schedules and time lines.

Understand and follow oral and written directions.

Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Education: Graduation from high school or equivalent.

Experience: Sufficient training and experience to demonstrate the knowledge and abilities listed above. Experience working with school aged children is desired.

Any other combination of training and/or experience that would likely provide the required knowledge and abilities may be considered.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.

Subject to regular exposure to fumes, dust and odors.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate assigned equipment.

Standing for extended periods of time.

Seeing to monitor student activities.

Lifting, carrying, pushing or pulling moderately heavy objects.

Bending at the waist, kneeling or crouching.

Reaching overhead, above the shoulders and horizontally.

Climbing ladders and working from heights.

HAZARDS:

Cleaning chemicals.