

CARDIFF SCHOOL DISTRICT CUSTODIAN

DEFINITION:

Under general supervision performs custodial functions required to maintain assigned school site rooms, buildings and adjacent ground areas in a clean, sanitary and safe condition; does special cleaning and building maintenance periodically, and performs routine building maintenance tasks during periods of student recess.

TYPICAL DUTIES:

- Sweeps floors and walkways and vacuums rugs and carpets
- Scrubs, disinfects, seals, and polishes floors
- Shampoos carpets, dusts, waxes, washes, and polishes furniture and woodwork
- Picks up trash and litter, and empties and cleans receptacles
- Cleans restrooms and replenishes supplies and fills dispensers
- Washes windows, walls, sinks and fountains
- Cleans writing boards and trays
- Maintains areas adjacent to buildings in clean, safe and sanitary condition polishes metal work
- Moves and arranges furniture and equipment for meetings and special events
- Observes and reports the need for repairs and makes such minor repairs
- Secures buildings at end of shift
- Participates in thorough deep cleaning of school site during periods of student recess
- Does emergency cleanup resulting from vandalism, breakage, spilling or illness.

EMPLOYMENT STANDARDS:

Knowledge of:

- Methods, materials and equipment used in custodial, grounds keeping, and light maintenance work
- Basic health and safety practices related to custodial work

Ability to:

- Communicate orally and understand and carry out written and oral directions
- Understand and follow work schedules in performing tasks
- Work effectively without close supervision
- Operate specialized cleaning and maintenance tools and equipment
- Make accurate arithmetic calculations
- Establish and maintain cooperative working relationships

- Demonstrate good judgment and common sense
- Perform moderate to heavy physical labor including lifting or moving loads up to 55 pounds

EDUCATION/EXPERIENCE:

Any combination of education, training, and/or experience which demonstrates the ability to perform the required duties. A typical qualifying background would include graduation from high school or equivalent. Previous custodial or janitorial work experience is desirable.

LICENSES AND OTHER REQUIREMENTS:

- Possession of a valid California Motor Vehicle Operator's License

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must regularly lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

While performing the duties of this job, the employee occasionally works near moving mechanical parts and in outside weather conditions and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually moderate.