



Feaster Charter School
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CHARTER CUSTODIAN I

JOB SUMMARY:

Under general supervision of the Head Custodian, keeps an assigned building space or facility complex clean, sanitary, safe, secure and orderly; maintains areas and grounds outside of a school; performs other duties as assigned.

ESSENTIAL JOB FUNCTIONS:

- Cleans floors, sinks, chalkboards, carpets, classrooms, restrooms, inside/outside fountains, windows/sills, pencil sharpeners and trashcans.
- Remove all spider and cob webs inside and outside of rooms.
- Waxes floors and office furniture.
- Secures buildings, doors, windows and gates.
- Dispose of trash and contaminated waste debris in the vacuum tank.
- Replenishes custodial supplies (dispensers, towels, soap, toilet paper and paper cups).
- Reports repair needs, replacement needs, lights, vandalism, graffiti and emergency repairs.
- Replaces trash liners, vacuum bags and mop heads.
- Sets up/breaks down multipurpose room and auditorium.
- Provides assistance to authorize facilities users (i.e. youth groups, PTA, exercise classes).
- Responds to emergency situations.
- Perform other duties as requested.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:

- Graduation from high school or equivalent.
- Some recent experience in janitorial work preferred
- Evidence of successful experience in janitorial work
- Ability to work as a member of a team and assign team member to have functions performed in a timely manner.
- Ability to maintain a supply inventory system
- Ability to understand and carry out oral and written directions; maintain a schedule for periodic cleaning of assigned facilities; observe and report needs for maintenance; perform without immediate supervision.
- Ability to do light maintenance work.
- Thorough knowledge of methods, materials, safety practices and equipment used in janitorial work.
- Ability to maintain facility standards as set by the partnership district.