RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: CUSTODIAL RESPONSE WORKER (Range 23)

BASIC FUNCTION:
Under the direction of an assigned supervisor, perform a variety of skilled and semi-skilled custodial, maintenance, and support duties to ensure District facilities are clean, safe, and operational. Responsibilities include cleaning and maintaining assigned areas, providing floor care, performing minor repairs, supporting special events, and responding to custodial emergencies across the district. This position is itinerant and may be used across the district for additional support at various locations.

REPRESENTATIVE DUTIES:
Clean and maintain classrooms, offices, restrooms, cafeterias, gyms, and common areas. ***E***

Dust and polish furniture; clean windows, mirrors, and drinking fountains. **E**

Sweep, mop, vacuum, strip, seal, and wax a variety of floor surfaces including tile, concrete, carpet, and wood. ***E***

Perform routine and deep carpet cleaning using extractors, spot cleaners, deodorizers, and other specialized equipment. ***E***

Perform basic repairs to carpet, Luxury Vinyl Tile, and other flooring types, including patching, securing loose sections, and installing or repairing baseboards and coving. ***E***

Perform deep cleaning, flood recovery, and emergency cleanup tasks as needed. ***E***
Prepare flooring base prior to installation of new flooring. ***E***

Coordinate work projects and events. ***E***

Replace light bulbs, tubes, and diffusers as needed throughout assigned facilities**.** ***E***

Refill dispensers and maintain restroom sanitation; clean up spills and remove graffiti. ***E***

Move, arrange, and assemble furniture and equipment for classrooms or events. ***E***

Lock/unlock facilities; activate/deactivate alarm systems. ***E***

Pick up debris and sweep outdoor walkways and grounds. ***E***

Deliver mail, materials, supplies, furniture, equipment, etc. to and from District sites including discards. ***E***

Operate custodial and maintenance equipment such as buffers, extractors, dehumidifiers, etc. ***E***

Perform minor repairs related to custodial such as: fixtures, flooring, furniture, and drywall. ***E***

Utilize work order systems and email for task management and communication. ***E***

Drive District vehicles and tow equipment as required. ***E***
Identify asbestos, mold, and lead for removal prior to new work being completed. ***E***

Respond to emergency custodial calls and support District events. ***E***
Clean and maintain window areas and coverings. ***E***

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:
KNOWLEDGE OF:
Cleaning materials, disinfectants, and equipment used in custodial and maintenance work.
The use of hand tools.
District approved modern methods of cleaning and preserving of floors, ceilings, walls and fixtures.
Coordinating projects and events.
Safe driving and towing responsibilities.
Asbestos, mold and lead identification.
Completing cost estimates and quotes.
Ordering and maintaining sufficient supplies needed to conduct daily work.
Interpersonal skills using tact, patience and courtesy when dealing with individuals.
Operating a computer to access and process the work order systems and district emails.

ABILITY TO:
Perform general gardening and grounds work.
Perform minor maintenance on buildings and equipment.
Perform flooring, concrete and plywood repairs on buildings.
Produce cost estimates and quotes.
Understand and follow written and oral directions.
Establish and maintain effective relationships with others.
Work independently on a wide variety of tasks.
Identify asbestos, mold and lead
Drive safely and tow equipment
Effectively operate a computer and job-related software programs.

EDUCATION AND EXPERIENCE:
High School diploma or equivalent and 3 years of combined custodial or construction experience including the installation of flooring, carpentry, skilled maintenance work or grounds/custodial work.

LICENSES AND OTHER REQUIREMENTS:
Valid California driver's license.
Hold and/or obtain Asbestos Awareness Training and Lead Hazard Communication Training (within the first 90 days of employment)

WORKING CONDITIONS:
ENVIRONMENT:
Indoor and outdoor environment.
Driving a vehicle to conduct work.

PHYSICAL ABILITIES:
Heavy physical labor.
Dexterity of hands, wrists and fingers to operate assigned equipment, tools or supplies.
Reaching overhead, above the shoulders and horizontally.
Kneeling or crouching.
Lifting, carrying, pushing or pulling equipment or supplies.
Climbing ladders and working from heights.

Walking and standing for extended periods of time.
Bending at the waist.