Tyrone Area School District
Job Description

POSITION: Crew Custodian

REPORTS TO: Head Custodian (High School); Principal (Elementary)

PRIMARY FUNCTIONS:

To maintain a clean, safe and healthful environment for use of the students, staff and community.

QUALIFICATIONS:

1. Minimum education of a High School Diploma or equivalent.
2. One to two years of related experience is preferred.
3. See list of general qualifications and requirements for all custodians
4. Personal skills and qualities:
   a) a cooperative attitude
   b) the ability and willingness to follow directions
   c) the ability to interact effectively with others
   d) personal integrity and emotional stability
   e) flexibility and resourcefulness
   f) ability to work independently and to determine when assistance is needed
   g) desire to promote a team effort
   h) possess personal characteristics that are conducive around children

DUTIES, RESPONSIBILITES AND SPECIFIC SKILLS REQUIRED:

1. The crew custodian will be directly responsible to the Head Custodian (High School) and to the Principal of the Elementary School. The crew custodian is also responsible to directions from the building principal (High School), the Physical Plant Engineer/Supervisor and other members of the administration.
2. Possess a current, valid drivers license for the State of Pennsylvania
3. Possess the ability to drive or learn to operate vehicles that include pick-up trucks, tractors, stake trucks, vans, lawn mowers, snow blowers and 'Bobcat' unit with accessories.
4. Possess the ability to tow trailers on the back of vehicles when necessary.
5. Maintain current knowledge and/or licenses to operate equipment or use products of the trade
6. Ability to climb and work from ladders, scaffolding, roofs and other areas at various heights above the ground.
7. Ability to perform in reasonable weather conditions
8. Ability to lift or move heavy items with or without assistance including cafeteria tables.
9. Understand and implement safety procedures of the trade.
10. Keep abreast of new advances or technologies as related to specific areas of responsibility.

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11. Respond to all emergency concerns when directed.

12. Maintain their equipment and tools in a clean and safe condition

13. Work in a safe and efficient manner so that their assigned duties will be carried out in a timely and satisfactory manner.

14. Request an adequate supply of cleaning and maintenance supplies and materials so that they will also have adequate supplies to perform their duties in a satisfactory manner.

15. Accept changes in duties or assignments as are required to meet the changing needs such as, but not limited to, snow and ice removal, maintenance of grounds and equipment, movement of materials, supplies or equipment and similar needs which occur from time to time.

16. Minor repairs to the facilities and equipment that are within their abilities. Any repairs that are beyond the crew custodian's abilities or are unsafe should be reported immediately to their supervisor.

17. Maintain proper heat, light and power levels in areas being used under their jurisdiction while on duty.

18. Be familiar with and implement the requirements of the Custodial Handbook.

19. Perform the routine daily tasks outlined in a checklist furnished by the principal. Tasks may be broken down to hourly duties such as lunch breaks, trash pick-up, bathrooms, door locking, etc.

20. See list of general qualifications and requirements for all custodians.

21. Perform such tasks, consistent with the position, as may be assigned by the supervisor.