

JOB DESCRIPTION: LABORER

JOB GOAL: A laborer may perform all the duties of Cleaners in addition to other activities relating to the care of facilities and equipment in the schools in order that they be kept attractive, hygienic, safe, comfortable, and clean for those using them.

ESSENTIAL FUNCTIONS:

- Regular daily attendance;
- Must be ambulatory; ability to walk and carry heavy items and to be able to operate all custodial equipment;
- Must have good vision; ability to see well enough to clean standards set by supervisor or district;
- Must possess physical strength; enough strength to lift, move, and carry heavy items throughout the day;
- Intelligence; must be able to evaluate a problem, devise and implement a solution;
- Must possess social skills; must be able to work in a team environment.

PERFORMANCE RESPONSIBILITIES:

- Machine and manual floor scrubbing and carpet shampooing, waxing, and buffing;
- Snow shoveling, mowing, trimming, edging grass, trimming shrubbery, weeding, raking, lawn repair, cleaning walks, parking lots, assist in care and preparation of athletic fields;
- Mopping floors in areas such as cafeteria, kitchen, locker and shower rooms, and lavatories;
- General cleaning such as sweeping, dusting, vacuuming, cleaning glass (inside and out), wall washing;
- Stock handling, replenishing supplies, replacing light bulbs;
- Assisting a custodian in various situations where two people may be necessary for safety or heavy work;
- Other activities related to job goals as required (ex. painting, etc.).

REPORTS TO: Reports directly to the Custodian or an employee of higher rank who assigns, observes and monitors the work.

SUPERVISES: Does not supervise other employees.

QUALIFICATIONS:

- General knowledge of cleaning procedures;
- General knowledge of the operation of power tools;
- High School diploma or GED.

EVALUATION: Performance of this job will be evaluated annually by the Lead Custodian.