Rialto Unified School District

CUSTODIAN I

DEFINITION
Under the supervision of the site administration and/or Custodial Supervisor, and following a predetermined schedule, maintains an assigned school facility, group of buildings or office space in a clean, orderly and secure manner; performs other related duties as assigned and/or required.

ESSENTIAL DUTIES
- sweeps, mops, strips, waxes and seals floors
- vacuums rugs and carpets
- dusts, washes and polishes furniture and woodwork
- empties and cleans waste receptacles, including trash barrels
- cleans restrooms, locker rooms and showers
- washes windows and walls, polishes metalwork and cleans chalkboards
- moves and arranges furniture and equipment in preparing multipurpose rooms or classrooms for special events or meetings
- replaces light bulbs and lighting tubes
- cleans window coverings, such as drapes and blinds
- sweeps concrete surfaces adjacent to the school buildings
- picks up paper and other debris from school grounds, walkways and adjacent areas
- performs emergency cleanup service resulting from breakage, vandalism, spills, illness and injury
- may raise and lower flags, lock and unlock gates and doors and set security systems
- assists in receiving and distributing supplies and equipment
- may perform minor maintenance tasks in keeping assigned areas safe and operational
- assists in reporting and preventing facility vandalism

QUALIFICATIONS
Knowledge of: Basic cleaning methods, procedures and techniques; cleaning materials, supplies and equipment; safe working methods and procedures.

Ability to: Perform medium to heavy manual activities; efficiently and effectively use cleaning materials, supplies and equipment; understand and follow oral and written directions; establish and maintain cooperative working relationships with persons of varying ethnicity and culture.

PHYSICAL DEMANDS
The physical requirements indicated below are examples of the physical aspects that this