

CUSTODIAN III

DEFINITION

Under general supervision participates in the performance of skilled custodial and routine maintenance functions and activities; performs general custodial functions in maintaining a school facility in a clean, safe, and secure condition; and performs other related work as assigned and/or required.

ESSENTIAL DUTIES

- assists in the planning, organization, and work scheduling of a custodial crew in cleaning and maintaining large buildings and adjacent ground areas
- performs skilled operational functions in the preparation of athletic fields and in the arrangement and setup of athletic facilities
- may perform stage lighting and curtain movement operations and set arrangements during stage productions
- reviews and inspects the school facility to ensure adherence to standards of cleanliness, sanitation, and safety
- may provide technical input into the performance evaluation of custodial personnel
- maintains operational records and inventory of custodial supplies and materials
- prepares clear and concise operational summaries as required
- requisitions supplies, materials, and equipment to ensure that an appropriate operational inventory is maintained
- assists in the planning, organization, and conduct of custodial personnel orientation and in-service training programs
- may perform routine facility and equipment maintenance functions, including minor repair, part replacement, and adjustment tasks
- inspects heating, ventilation, and water systems to ensure adherence to operational procedures and guidelines

QUALIFICATIONS

Ability to: Effectively maintain work schedules in the accomplishment of assigned tasks; perform light to moderately heavy manual activities; assist in the training and orientation of custodial personnel; understand and follow oral and written directions; establish and maintain cooperative working relationships.

Knowledge of: Methods, procedures, materials, and equipment utilized in cleaning and maintaining a variety of surfaces, equipment, and special purpose activity centers; cleaning and maintenance of quality control, safe working methods and procedures; policies, regulations, and operational guidelines pertaining to the cleaning and maintenance of large school buildings, offices, and facilities.

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PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that persons within this position classification must perform in carrying out essential job functions:

will frequently exert 50 to 75 pounds of force to lift, carry, push, pull or otherwise move objects

will involve walking or standing for extended periods of time, will occasionally involve sitting, walking, kneeling, crouching, bending at the waist; will occasionally involve ascending and descending ladders, stairs, scaffolding and ramps

must possess the ability to hear and perceive the nature of sound

must possess visual acuity and depth perception

must be able to provide oral information, both in person and over the telephone and other communication devices

must possess the manual dexterity to operate hand tools and related equipment and to handle and work with various materials and objects

may be occasionally exposed to hot, cold, wet, humid, or windy conditions caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXPERIENCE AND EDUCATION

Experience: Three years of experience in skilled custodial work, preferably in a school setting.

Education: Verification of a High School diploma, a GED certificate, or a higher degree.

License Requirement: Verification of the possession of a valid California Motor Vehicle Operator's License.

Condition of Employment: Insurability by the District's liability insurance carrier.

11/2007