

STOCKTON UNIFIED SCHOOL DISTRICT

CUSTODIAN

DEFINITION

Receives general instruction from a Head Custodian/Lead Custodian to do custodial work in care of assigned buildings and grounds according to an assigned work scheduled; and perform related duties as assigned. May receive technical and functional supervision from a Custodial/Grounds Supervisor or Designee.

REPRESENTATIVE DUTIES:

(Incumbents may perform any combination of the essential functions shown below (E). This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification but is intended to accurately reflect the principle job elements.)

Sweep, scrub, wax and polish linoleum, and various types of floors. *E*

Vacuum rugs and carpets. *E*

Clean and dust furniture, woodwork and equipment. *E*

Wash, scrub and disinfect restrooms. *E*

Disinfect all flat surfaces. *E*

Clean windows, door glass and drinking fountains. *E*

Clean and polish metal works such as door panels and hand railings. *E*

Empty and clean waste containers. *E*

Pick up litter on grounds and sweep walks, halls and entrances. *E*

Move and rearrange chairs, tables, desks, furniture and other equipment. *E*

Maintain equipment used in the course of work and report any items requiring maintenance. *E*

Report safety, sanitary and fire hazards. *E*

May perform routine grounds keeping duties. *E*

May secure buildings at end of shift. *E*

Perform special custodial work upon request of staff members. *E*

Maintain regular and prompt attendance in the work place. *E*

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OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Cleaning methods, materials and supplies used in custodial work.
- Hazards and safety precautions of the work.
- Oral and written communication skills.

ABILITY TO:

- Use and care for cleaning materials and equipment in a safe manner.
- Perform heavy physical labor.
- Understand and carry out oral and written instructions.
- Deal cooperatively with the public, students, teachers, and others contacted in the normal course of work.
- Relate to students including small children.
- Work cooperatively with others.
- Physical capability sufficient to perform job tasks.
- Develop and maintain cooperative working relationships with those contacted in the course of work.
- Carry out oral and written directions; write and speak at a level sufficient to fulfill the duties to be performed for the position described.

EDUCATION AND EXPERIENCE:

Any combination of education, training and/or experience equivalent to: six months of custodial experience, preferably in a school district and SUSD Custodial Training Certificate.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment.

Regular exposure to fumes, dust and odors.

PHYSICAL DEMANDS:

Employee in this position must have/be able to:

- Lift and/or carry 40 lbs overhead for short distances.
- Occasionally lift and/or carry 75 lbs overhead for short distances.
- Lift and/or carry 40 lbs at waist height for short distances.
- Occasionally lift and/or carry 75 lbs at waist height for short distances.
- Dexterity of hands and fingers to operate a variety of custodial equipment.
- Walk over uneven ground and/or stand for extended periods of time.
- See to perform custodial duties.
- Push/pull up to 100 lbs over campus.
- Bend at the waist, kneel, crouch and stoop.
- Reach overhead, above the shoulders and horizontally.
- Climb ladders and work from heights.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.

HAZARDS:

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Exposure to cleaning agents and chemicals.

Working on ladders.

Wet/slippery floor surfaces.