

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