



David Douglas School District #40

Classified Job Description

CUSTODIAN I - NIGHT CUSTODIAN

Schedule: 8 hours per day
Class: 12

POSITION PURPOSE

To provide custodial services for a school facility so that it is clean, safe, well maintained and provides a positive learning environment for students.

NATURE AND SCOPE OF RESPONSIBILITIES

- Check the condition of the building at the beginning of the shift to determine needed cleaning, repair or maintenance
- Clean internal areas of a school facility, such as classrooms, halls, offices, rest rooms, gymnasium and other school areas
- Vacuum, mop and buff floors, wash windows, clean blackboards and rails, dust, paint, make minor repairs as needed
- Clean up all spills, pick up trash, responds to special requests for custodial services by teachers and administrators. Set up, take down and remove furniture, shelving and partitions
- Sweep walks and pick up debris on grounds
- Identify items beyond the scope of the custodial force to be completed by maintenance personnel
- Other work assignments are received from the head custodian in conference or by memo
- Replace the head custodian on day shift when necessary
- Perform other duties, as assigned

QUALIFICATIONS

- 21 years of age or older
- High School diploma or equivalent
- Related work experience
- Knowledge of materials, methods and equipment used in building service work
- Ability to operate buffers, scrubbers, vacuum cleaners and other cleaning equipment
- Knowledge of occupational hazards and safety precautions, including handling and disposal of hazardous materials
- Basic computer skills
- Skill in making minor repairs
- Ability to work harmoniously with others and communicate effectively and appropriately, both orally and in writing, with students, staff, and visitors
- Ability to understand and follow oral and written instructions with limited supervision

ESSENTIAL PHYSICAL REQUIREMENTS

Moderate to extensive degree of physical stamina and frequent lifting up to 50 pounds and occasional lifting of up to 100 pounds. Ability to lift furniture, desks, shelving, staging and cleaning supplies and equipment. Frequent and prolonged standing, walking and bending. Ability to climb ladders, stretch and bend to perform such duties as cleaning, repairing, painting, cleaning roofs, gutters and drains, and general maintenance. Ability to move freely around the school building and grounds. Exposure to outdoor weather conditions. Exposure to chemicals, dirt, dust, paint, noise and activity of a school setting.

David Douglas School District Drug Testing and Criminal Background check

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.