

CUSTODIAL WORKER I

70020
Labor

DISTINGUISHING FEATURES OF THE CLASS

Performs routine manual work involving building cleaning tasks. Under immediate supervision, an employee in this class does routine manual work requiring efficient performance of repeated building cleaning tasks. All work is reviewed and specific instructions are given on each new assignment by a superior. This position involves no supervision. Does related work as required

TYPICAL WORK ACTIVITIES

Scrubs, mops, waxes, sweeps, and polishes floors.

Dusts and polishes furniture.

Washes windows, blinds, woodwork, toilets, washrooms, and fixtures.

Periodically cleans and washes various high areas such as ceiling light fixtures and room ventilation apparatus.

Moves desks, chairs and other furniture and equipment from place to place as directed and prepared building facilities for organizational activities and special events.

Collects and disposes of paper and rubbish.

May operate and clean refuse incineration equipment.

Refills soap, toilet tissue and paper towel containers.

Loads and unloads delivery trucks, transports supplies to proper areas, assists in the handling of bulky or heavy articles.

Washes outside windows, polices outside property to keep free from trash and refuse.

Cuts grass and rakes grass and leaves.

Shovels snow and salts walkways.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS

Working knowledge of the methods, materials and equipment commonly used in custodial

work.

Ability to understand and follow simple oral and written instructions.

Physical condition commensurate with the demands of this position.

MINIMUM QUALIFICATIONS

None.

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