SENIOR CUSTODIAN

GENERAL STATEMENT OF DUTIES: Has charge of the building cleaning, operation and minor maintenance activities in a medium sized school building, or oversees work of a small number of custodians on an assigned shift at a larger school; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: The work of the employees in this class is distinguished by responsibility for the efficient and economical cleaning and maintenance of a medium sized school building or on an assigned shift in a larger school building. Work is performed under general supervision with some leeway for use of independent judgment in keeping the building up to approved standards of cleanliness and operation. Supervision may be exercised over the work of a small number of cleaning or custodian personnel.

EXAMPLES OF WORK: (Illustrative only)

-Supervises and participates in all building cleaning activities;
-Assigns tasks to subordinates, gives instructions in the use of building cleaning supplies, materials and equipment and checks to see that assignments are carried out;
-May perform a variety of semi-skilled carpentry, plumbing, electrical and other building maintenance tasks;
-Operates or checks the operation of oil, gas or coal-fired heating systems;
-May supervise and participate in a variety of groundskeeping activities;
-Checks to insure that buildings are heated, cleaned, locked and in readiness for all activities;
-Consults with superior regarding unusual maintenance problems and makes recommendations concerning the purchase of supplies, materials and equipment;
-Cleans or supervises the cleaning of boilers;
-Requisitions and maintains an inventory of supplies as required;
-Keeps simple activity records and reports.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of building cleaning practices, supplies and equipment, and ability to use them efficiently and economically; working knowledge of the operation and maintenance of school building heating equipment; ability to make minor plumbing, electrical, carpentry and mechanical repairs and to perform a variety of routine maintenance tasks; ability to understand and carry out oral and written directions, ability to lead and supervise the work of others; willingness to perform custodial and other manual tasks; thoroughness; dependability; good physical condition.

ACCEPTABLE TRAINING AND EXPERIENCE:

Two years of experience in building cleaning and minor maintenance activities; OR any equivalent combination of training and experience.