

JOB DESCRIPTION

Custodian

MINIMUM QUALIFICATIONS:

Education and Experience:

Graduation from high school or possession of GED, prior Custodial experience and background required. Familiarity with MSDS (Material Safety Data Sheets) a plus and ability to speak, read and write English. Candidate of choice must pass pre-employment drug, fingerprinting, polygraph and thorough police background check prior to being placed in the position.

Required Licenses or Certifications:

Possession of a valid driver's license and have an acceptable driving record.

Required Knowledge of:

- Understand and follow oral and written instructions.
- Learn job-related material primarily through oral instruction. This learning takes place mainly in an on-the-job training setting.
- Work safely without presenting a direct threat to self or others.
- Work with cleaning fluids, chemicals, cleaning agents or similar solutions using only normal protective equipment to maintain facilities.
- Operate large and small power driven machinery such as a vacuum sweeper, buffer, or other similarly sized equipment.
- Use common hand tools such as hammers, crew drivers or similar tools.

Required Ability to:

- Communicate orally.
- Work cooperatively with other Town employees
- Clean areas using brooms, mops or other similar tools for the maintenance of facilities.
- Lift arm(s) above shoulder level to wash walls and windows and to dispose of trash bags.
- Move objects weighing less than 50 pounds, long and short distances.
- Bend or stoop repeatedly or continually over time to pick up trash cans or litter.
- Climb ladders or steps to reach objects.
- Walk long distance and remain in standing position for extended periods.
- Follow oral and written instructions, particularly in handling chemicals.
- Maintain simple records and make oral and written reports.

Special Requirements:

May require weekend, holidays and shift work and may involve variable shifts.

Physical Demands / Work Environment:

- Work is performed in both indoor and outdoor work environments. May be required to perform a full range of motion with lifting and/or carrying supplies, materials, equipment and/or items weighing up to 50 pounds. May be exposed to heavy equipment and machinery. May be exposed to extreme weather conditions. May be exposed to hazardous chemicals. May be exposed to infectious diseases.

Core values: Integrity, Teamwork, Respectful, Communication, Service, Leadership, Innovation

Classification	Adopted	Revised	Retitled	Class Code / Range	FLS Designation	Step

APPROVED: _____

DATE: _____