

Job Description



Job Title: CUSTODIAN

FLSA Status: NON-EXEMPT

Salary Schedule/Days: M/240 DAYS

Location/Department: SCHOOL BASED

Retirement Plan: PSERS

POSITION SUMMARY

Maintain the interior and exterior in all areas of assigned buildings.

QUALIFICATIONS

Education, Experience, and Other Requirements:

- High School Diploma or state-approved High School Equivalency (HSE) preferred.
- Minimum of six (6) months of previous custodial services experience preferred.
- Proven ability to work with others in a confidential, cooperative, and service-oriented manner; excellent listening and communication skills.
- Ability to be regularly, predictably, and reliably at work.
- Ability to be present at the physical worksite.
- May be exposed to fumes, odors, dust, gases, and poor ventilation.
- May be exposed to extreme temperatures.
- May be regularly required to walk, stand, sit, crouch, crawl, push/pull, and lift up to 100 lbs. with assistance.
- Must be able to properly and consistently supervise students, particularly during emergency situations.

ESSENTIAL DUTIES

- Maintain the cleanliness of all interior and exterior areas of the building.
- Move furniture and equipment within the facility as required for various activities as directed.
- Work on site premises during periods when principal or building administrator has authorized use of building for special activities.
- Perform other duties as assigned.

Reviewed By: HEATHER GORDY (APPROVED)

Date: 1/2/2025

Approved By: DERRICK HERSHEY

Date: 1/2/2025

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