



GREATER Johnstown SCHOOL DISTRICT

Position Description

Title - Heavy Duty Cleaner

Job Summary

To provide students with a safe, attractive, comfortable, clean and efficient place in which to learn, play and develop.

Direct Report

This job reports to the Director of Physical Plant and/or his/her designee.

Essential Functions

- Keeps neat and clean, at all times, those areas of the building and premises which he/she is assigned; including, but not limited to: auditoriums, stages, lobbies, balconies, cafeterias, shops, lavatories, corridors, stairwells, etc.
- Shovels, sands walks and steps, as assigned.
- Sweeps classrooms daily and dusts furniture, as assigned.
- Cleans corridors after each school day and during the day when their condition requires it, as assigned.
- Scrubs, hoses down and disinfects toilet floors daily and cleans all sanitary fixtures and drinking fountains daily, as assigned.
- Keeps all floors in a clean and attractive condition and in a good state of preservation.
- Cleans all chalk boards at least once a week or as assigned.
- Makes such minor building repairs as he/she is capable.
- Reports major repairs needed promptly to his/her immediate supervisor.
- Reports immediately to his/her immediate supervisor any damage to school property.
- Remains on the school premises during school hours and during non-school hours when the use of the building has been authorized and his/her attendance is required by the immediate supervisor.
- Conducts an on-going program of general maintenance, upkeep for various activities, as directed by his/her immediate supervisor.

- Moves furniture or equipment within buildings, as required, for various activities, as directed by his/her immediate supervisor.
- Complies with local laws and procedures for the storage and disposal of trash, rubbish and waste in those areas assigned or assigned by his/her immediate supervisor.
- Performs such other duties as may be deemed necessary and assigned by the Director of Physical Plant or his/her designee.

Essential Competencies:

- Demonstrates initiative in problem solving and completion of tasks.
- Schedules self effectively.
- Maintains self-control and decorum in the full range of professional activities.
- Demonstrates an ability to accomplish tasks under pressure.
- Shows respect for others through use of courtesy and tact.
- Models and promotes high standards of professional ethics, honesty and integrity.
- Prioritizes and follows through on tasks.
- Provides an open climate for communication.
- Expresses ideas orally in an effective manner.
- Communicates effectively in writing.
- Demonstrates efficient time management skills, including, but not limited to following established routines, task completion, and following timelines.
- Communicates recommendations and/or suggestions clearly too all persons involved.

Minimum Qualifications:

- High School Diploma or equivalency.
- Demonstrated aptitude or competence for assigned responsibilities.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Terms of Employment

- Twelve (12) month work year.
- Salary determined by the Board of School Directors in accordance with the appropriate collective bargaining agreement or applicable policy.