

Lewis-Palmer School District Position Description

Position Title: **Custodian (Evening Custodian)**

Department: Maintenance

Reports To: Head Custodian

Days: As assigned

Non-Exempt

SUMMARY: Under general supervision performs a variety of custodial duties in support of classroom and administrative operations. Must be able to perform the tasks required to maintain the cleanliness, good order, sanitary and secure condition of schools and/or administrative spaces. Incumbents must be capable of working reliably and independently to carry out assigned tasks and work schedules.

ESSENTIAL DUTIES AND RESPONSIBILITIES REQUIRE THE ABILITY TO:

- Sweep, mop, wax and dust.
- Wash (clean windows, walls, floors, chalkboards and furnishings).
- Pick up paper and other debris, empty and clean trash receptacle.
- Water plants, clean planter boxes, perform minor trimming and weeding.
- Rearrange and move furnishings, transport and deliver educational supplies.
- Operate vacuums, floor machines, buffers and carpet cleaning equipment.
- Understand and carry out both written and oral instructions.
- Perform heavy physical labor, climb ladders and work in confined spaces.
- Maintain work schedules in the performance of cleaning tasks.
- Read or recognize cleaning chemical labels.
- Properly select, mix and apply cleaning agents appropriate to the task.
- Maintain cooperative working relationships and harmony within the workplace.
- Other duties as assigned or requested by the Head Custodian.

EDUCATION and/or EXPERIENCE: Six months experience in custodial field and the ability to demonstrate knowledge of custodial procedures, equipment and cleaning products.

LICENSES: None. (Some selected positions may require a valid Colorado Drivers License.)

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Requires considerable walking, standing stooping and bending, pushing and pulling mops, brooms and electric battery-powered equipment. Requires disposing of refuse and cleaning of school fixtures. Also requires occasional outside window washing and sweeping of walks. Requires lifting up to 50 pounds frequently and carrying objects weighing up to 25 pounds. Requires exposure to harsh cleaning and disinfecting agents and toxic chemicals. Requires exposure to contaminated wastes and possibly some bodily fluids. Requires use of mechanical equipment requiring full manual dexterity, eye-hand coordination and alertness.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Combination of office and classroom environment. Frequent exposure to dirty and unsanitary conditions. Frequent exposure to cleaning fluids and toxic materials. Must be able to work evenings. The noise level is generally low to moderate.