



# Pickens County Schools

## Job Descriptions

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## SCHOOL CUSTODIAN

**Retirement:** Public School Employees Retirement System (PSERS) of Georgia

**Terms of Employment:** 235 Days, 8 hours/day

**Salary:** Classified Schedule Grade A (Starting pay \$15.00-\$16.57/hour)

**Reports to:** Lead Custodian, Facilities Supervisor, and Principal.

**Qualifications:** Custodial experience is helpful, but not required.  
Must submit to criminal background check.

**Evaluation:** Performance of this job will be evaluated annually in accordance with provisions of the Board's Policy on evaluation.

### RESPONSIBILITIES

- Keep the building and grounds clean.
- Follow all safety standards and training guidelines throughout the performance of duty.
- Follow the directions of the principal in accordance with assigned daily duties and the posted work schedule.
- Ability to follow verbal and written directions.
- Lock and unlock doors as instructed by the principal.
- Submit a list of needed cleaning supplies when requested.
- Replace consumable supplies.
- Report to the principal any needed major repairs or safety concerns.
- Make minor repairs to the building as needed.
- Care for custodial equipment including proper use and check for maintenance and repair.
- Must be able to maintain prolonged standing/walking as shift allow.
- Must have strength and ability for operating some types of equipment including floor buffers, must have the ability to strip and wax floors, must have the ability to move moderately heavy furniture, lifting large garbage bags, empty trash cans, bending over to clean bathroom facilities, working on a ladder for tasks such as cleaning windows and changing light bulbs.
- Perform other duties as assigned.

*Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task or responsibility.*

**FLSA Status:** Non-Exempt