

CUSTODIAN JOB DESCRIPTION

CUSTODIAN I – GENERAL CLEANER

Entry level position- no verifiable experience.

Pay step 1 -

Job duties: Sweep, hand mop, dust, pull trash, clean walls, clean windows and doors. Clean rest rooms. Pick up debris in the parking lot and on all campus grounds. Assist in cafeteria as requested by custodial services supervision and campus principal. Other cleaning duties assigned by custodial services supervision. Responsibility for key control and campus security is required.

CUSTODIAN II – GENERAL CLEANER / RESTORATIVE FLOOR CARE

The applicant must have verifiable experience in restorative floor care and custodial cleaning in a school setting, office building, hospital, or retail business.

Pay step for promotion from custodian I

Pay step for custodian hired with verifiable experience will be assigned according to the number of years of experience verified.

Job duties: All duties assigned to custodian one. Restorative floor care to include: Use of low speed floor machine to top scrub or strip floors. Use grout cleaning equipment in restrooms. Use carpet extractors to restore carpet. Apply sealer and/or wax to floor. Use high speed electric buffer or propane buffer to harden wax.

CUSTODIAN III – FLOOR TECH

The applicant must have verifiable experience in maintaining floors on a daily basis in large common areas.

Pay step for promotion from custodian II

Pay step for custodian hired with verifiable experience will be assigned according to the number of years of experience verified.

To apply for a custodian III position a custodians job duties must include at least one half of the work shift as a floor tech.

Job duties: All duties assigned to custodian II. Perform daily floor maintenance on any BISD campus. Floor maintenance includes but is not limited to daily dust mopping, auto scrubbing, and buffing of cafeterias, gymnasiums, hallways on a schedule assigned by custodial services supervision.

CUSTODIAN IV

The applicant must have verifiable experience in periodic maintenance and restoration of wood floor surfaces. Examples: Gymnasiums, stages, dance rooms.

Pay step for promotion from custodian III

Pay step for custodian hired with verifiable experience will be assigned according to the number of years of experience verified.

To apply for a custodian IV position a custodian must be working as custodian III. The applicant must have received training in wood floor care from a BISD supervisor or through training provided by a BISD custodial services approved vendor.

Job duties: All duties assigned to custodian III. Perform periodic maintenance and restoration on wood floor surfaces throughout BISD as assigned by custodial services supervision.

Requirements for applying for a promotion from one level to the next:

- 1) Must be performing at a high level in current position.
- 2) Must have been in current position for at least one calendar year.
- 3) Must have recommendation of the campus team leader and district supervisor assigned to the campus.
- 4) Must not have any written coaching on file in the previous six months.
- 5) Must have excellent attendance record in the previous six months.

All salary steps are considering the current custodial salary step chart.