



## Lake Worth ISD Floor Technician

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**Job Title:** Floor Technician

**Wage/Hour Status:** Nonexempt

**Reports to:** Custodial Supervisor

**Dept./School:** Operations

**Date Revised:** 10/24/2016

**Primary Purpose:**

Follow routine cleaning and maintenance procedures.

**Qualifications:**

**Education/Certification:**

High School Diploma or GED preferred

Valid Texas Drivers License

**Experience:**

One year experience of the operation of various floor care machines and procedures.

**Major Responsibilities and Duties:**

1. Read and understand instructions for cleaning, maintenance and safety procedures.
2. Operate cleaning equipment and lift heavy equipment.
3. Properly handle cleaning supplies.
4. Maintain a rotating schedule that will include the cleaning of floors and carpets throughout the district.
5. Maintain an inventory of cleaning supplies and equipment and request additional supplies as needed using proper forms.
6. Perform preventative maintenance on equipment and maintain a log of maintenance performed.
7. Assist in special projects as assigned.

**Safety**

8. Inspect machines and equipment for safety and efficiency.
9. Operate tools and equipment according to established safety procedures.
10. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, chemical handling, etc.
11. Correct any unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.
12. Coordinate with Custodial Supervisor for cleaning schedule and/or special projects.

**Supervisory Responsibilities:**

None.



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### Equipment Used:

Buffers (low speed, high speed, and propane), air scoop wet vac, wet/dry vac, vacuum cleaner, automatic floor scrubber, carpet machine, carpet shampooer mopping equipment, and some hand tools. Light van and/or truck.

### Mental Demands/Physical Demands/Environmental Factors:

**Tools/Equipment Used:** Standard office equipment including computer and peripherals; standard cleaning tools and equipment; standard yard maintenance equipment; may use small hand tools and power tools; light truck or van

**Posture:** Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting; may work in tiring and uncomfortable positions

**Motion:** Frequent walking, climbing stairs/ladders/scaffolding; regular grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving

**Lifting:** Regular moderate lifting and carrying (15–44 pounds); occasional heavy lifting (45 pounds and over)

**Environment:** Work outside and inside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, noise, vibration; exposure to chemical and electrical hazards; work around machinery with moving parts; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel

**Mental Demands:** Maintain emotional control under stress

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_