

TITLE: **DAY CUSTODIAN – PART TIME North Hampton School**

QUALIFICATIONS: 1. Ability to work well with others.
2. Demonstrate aptitude for successful completion of tasks.

REPORTS TO: Administration & Maintenance Supervisor

SUPERVISES: Not applicable

JOB GOAL: Provide students and staff with a safe, attractive, comfortable, clean and efficient place in which to learn and teach.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

1. Thoroughly clean assigned area.
2. Responsible for cleaning in cafeteria during lunch hours.
3. Daily clean café tables in-between lunch periods.
4. Empty trash barrels during lunches.
5. Sweep and wash cafeteria floor after lunch concludes.
6. Ability to operate a stand-on floor scrubber.
7. Responsible for daily cleaning of kitchen area consisting of floor, restroom and sinks.
8. Responsible for maintaining cleanliness in main entrance lobby including restrooms.
9. Be responsible for supplies and equipment issued.
10. Be economical in the use of supplies and equipment.
11. Be available for receiving deliveries and distributing to proper designation.
12. Assist with snow removal as needed.
13. Be available for unscheduled hours due to snow removal, under staffed or school activities.
14. Perform all other duties and responsibilities assigned by administration and maintenance.

TERMS OF EMPLOYMENT: Twelve-month year. 5.5 hours per day. Paid hourly.

EVALUATION: Performance of this job will be evaluated in accordance with the provisions of the Board's policy.

EVALUATED BY: Director of Facilities