

Job Description

Position Title: Custodian – Day

Location: Legacy Elementary School

Department: Maintenance and Custodial

Reports To: Custodian Services Manager

Term: Year-round position

Schedule: Mon-Fri approx. 6:00am-2:30pm

Salary: Position follows the [Classified Salary Schedule 2025-2026](#) at A132. Starting salary begins at \$18.00-\$19.65/hour, based on experience.

Date of last review: September 2025

SUMMARY: The Custodian - Day ensures the district buildings and grounds are regularly and thoroughly cleaned, equipment properly maintained, safety standards upheld, and school grounds are maintained to the standards of the district.

To Apply: Please complete the application and include three references.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty and requirement satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required for the role. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

ESSENTIAL DUTIES AND RESPONSIBILITIES: *(Other duties may be assigned)*

Collaboration:

- Develops positive, effective working relationships with learners and staff.
- Works effectively in a team environment.

Communication:

- Connects and shares ideas through appropriate/applicable formats to express thoughts and ideas with integrity.

Compassion:

- Understands the complexities of cultural and global issues and how they relate to employee and learners' experiences.
- Partners with others to resolve potential controversy and conflict through respectful discussion.
- Proactively seeks to understand the ideas, opinions, and skills of others.

Creativity:

- Connects with team members and shares ideas in an effort to improve the overall learner and employee experience.

Critical Thinking:

- Ensures all applicable safety standards are upheld.
- Reasons, interprets, and analyzes information to generate new knowledge and understanding.

Reflection:

- Maintains communication with supervisor and director regarding general feedback, career advancement opportunities, and areas of growth opportunities.

Resilience:

- Maintains composure while dealing with stressful situations.
- Proactively seeks out resolutions and takes initiative to resolve knowledge gaps.

Responsibility:

- Ensures overall appearance and cleanliness of the buildings and facilities is retained.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: *The physical demands and work environment 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.*

- While performing the essential duties and responsibilities of this role, the employee is regularly required to reach with hands and arms.
- While performing the essential duties and responsibilities of this role, the employee is regularly required to stand, walk, bend, talk, and hear.
- The specific vision abilities required for this role include close and peripheral vision.
- The employee may be required to lift up to ~50 pounds.
- The employee must work with the public and various WFPS staff while simultaneously managing several competing demands.
- The employee will work in an environment that has a quiet to loud noise level.
- The employee may come in contact with bloodborne pathogens or other bodily fluids on rare occasions.
- The employee will frequently be exposed to items of high or cold temperatures, chemical compounds, and/or sharp edges.

EDUCATION AND/OR EXPERIENCE:

- High School Diploma or General Education Degree (GED) is preferred.
- Prior custodial experience is preferred.
- Prior experience working in a school setting is preferred.

LANGUAGE SKILLS:

- Ability to read, write, and comprehend simple instructions and short correspondences in the English language.
- Ability to communicate effectively verbally, expressively, and reactively.

OTHER SKILLS AND ABILITIES:

- Exercise confidentiality, discretion, and good judgement.
- Adhere to the assigned work schedule by maintaining regular and punctual attendance.

SUPERVISORY RESPONSIBILITIES:

- None.