



## Job Description: Floating Custodian

<b><u>Date Updated:</u></b>	November 2025	<b><u>FLSA Status:</u></b>	Non-Exempt
<b><u>Reports To:</u></b>	Supervisor of Buildings and Grounds	<b><u>Employee Group:</u></b>	Support
<b><u>Hours Per Day:</u></b>	5.75 (school year only)	<b><u>Days Per Year:</u></b>	August 1 - end of school year

**Job Summary:** Perform custodial functions in the buildings and the adjoining grounds to provide a clean and safe learning environment. Support warehouse operations when needed, including handy courier-related tasks.

### **Qualifications:**

- High school diploma or GED
- Experience in a custodial field
- Must have a valid Pennsylvania State Driver's License
- Current (dated within five years) Child Abuse, PA State Criminal History and PDE FBI Clearances as required by the Child Protective Services Law and PA School Code

### **Duties and Responsibilities (including but may not be limited to):**

1. Clean and maintain interior of the assigned building, including sweeping, dusting, washing windows, scrubbing floors, polishing desks, cleaning lavatories, etc.
2. Clean and maintain exterior of the assigned building, including cleaning yards, assisting in snow removal, etc.
3. Attend training as dictated by the supervisor.
4. As needed fill in for the Warehouse Operator.
5. Perform any duties and responsibilities that are within the scope of employment, as assigned by the Supervisor of Buildings and Grounds, or designee.

### **Physical Demands:**

- Ability to walk or stand 80% or more of shift.
- Ability to bend, twist, and reach above and below the waist.
- Ability to climb ladders and stairs.
- Ability to use fingers to pick, feel and grasp objects, including custodial equipment.
- Ability to use both hands for repetitive motion.
- Lift, push, and/or move up to 60 pounds.
- Ability to stoop, kneel or crouch repetitively.

### **Sensory Abilities:**

- Close vision, distant vision and depth vision perception.
- Good hearing abilities.
- Able to speak clearly and distinctly.
- Able to read correspondence/computer screens.

### **Work Environment:**

- Interior and exterior of assigned building, in temperatures ranging from below 32 degrees to above 100 degrees.



**Required Knowledge, Skills and Abilities:**

- **Custodians are considered essential personnel and are required to report to work at their regularly scheduled time on inclement weather days, unless notified of a modified work schedule by their supervisor.**
- Read and understand Material Safety Data Sheets.
- Must have the ability to operate the district's vehicle in a safe and effective manner.
- Must be courteous, congenial, cooperative, and service-oriented.
- Must be able to work independently or in a team (as circumstances warrant), and able to work with frequent interruptions.
- Must be able to communicate effectively with students, personnel at all levels, and members of the public.
- Follow written and verbal directions, provide direction, and motivate peers.
- Must be able to read/write/correspond clearly, concisely, and effectively at a level required by the position.
- Interpret and follow district policies, regulations, and work rules; and exercise good judgment.

**Evaluation:** Performance of this job will be evaluated annually in accordance with provisions of the applicable policies of West York Area School District.

**Hiring Practice:** The school district's hiring policy is that the best candidate will be selected based on the recommendation of the interview team and the Superintendent, or designee.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

EOE

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Employee Name Printed

Employee Signature

Date