



EMPLOYEE NAME: _____

Revised: 3/87; 4/87; 4/88; 4/89; 9/91; 11/91; 8/92; 11/92;
3/93; 5/93; 11/94; 2/97; 7/07; 7/08; 10/12; 8/17; 6/18

JOB DESCRIPTION

POSITION TITLE: Custodian	JOB CODE: 457B
DIVISION: Operational Support	SALARY SCHEDULE: Classified Hourly
DEPARTMENT: Maintenance Services	WORK DAYS: 258
REPORTS TO: Principal	PAY GRADE: Rank M (NW13)
FLSA: Non-Exempt	PAY FREQUENCY: Bi-Weekly
PRIMARY FUNCTION: Follows schedule for cleaning assigned building area.	

REQUIREMENTS:

1.	Educational Level: None
2.	Certification/License Required: None
3.	Experience: None
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities; medium to heavy physical demands; occasional lifting of objects weighing up to 75 pounds
5.	Knowledge, Skills, & Abilities: Written and oral communication

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Cleans specified areas of building as outlined by Principal or Head Custodian of the school.
3.	Cares for school grounds as directed.
4.	Changes light bulbs in ceilings up to 10 feet in height.
5.	Cleans entire building regardless of ceiling heights, including dining areas.
6.	Performs other duties as assigned by appropriate designee.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____