

CUSTODIAL WORKERS

GENERAL STATEMENT OF DUTIES: Performs routine building cleaning tasks; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring the performance of simple building cleaning tasks and minor repairs. Custodial Workers work under general supervision of a Custodian or other supervisor.

EXAMPLE OF WORK: (Illustrative only)

- Sweeps and mops floors;
- Washes windows;
- Dusts woodwork, furniture and other articles;
- Arranges chairs and tables and other equipment for special use;
- Repairs shades and blinds;
- Replaces light bulbs;
- Locks and unlocks doors and gates;
- Shovels snow and sands sidewalks;
- Scrubs, waxes and seals floors;
- Replaces washers in water faucets.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Ability to understand and follow oral instructions; willingness to perform cleaning tasks; dependability; good physical condition.

ACCEPTABLE TRAINING AND EXPERIENCE: One (1) year of work experience in general cleaning and/or custodial work.

Adopted MSD: January, 1973

Revised: CSC: November 14, 2003

Jurisdictional Classification: Non-Competitive

SPECIAL REQUIREMENT FOR JANUARY 11, 2018 JOB POSTING: This posting is to fill an anticipated vacancy at the Public Safety Building. Candidates for positions at this workplace location are subject to a mandatory background screening prior to appointment.