

# Custodians

Job Code	Job Title	Pay Grade
4520R2	Custodial Specialist	14
4522R2	Custodial Supervisor Senior	21
4523R2	Custodial Manager	23

## CONCEPT:

Performs a variety of tasks cleaning a facility. Promotes "Green" cleaning and maintenance in day-to-day tasks and practices to advance healthier work environments.

## TASKS:

- Performs cleaning and sanitizing duties (e.g. sweeping, dusting, mopping, scrubbing, vacuuming) to maintain buildings.
- Cleans and sanitizes work area and equipment.
- Develops and implements green cleaning and maintenance initiatives.
- Prepares guest rooms.
- Performs minor building and grounds maintenance.
- Moves heavy furniture, equipment, and supplies, either manually or by using hand trucks.
- Empties trash receptacles.
- Sets up and tears down for special events.
- Locks and unlocks doors and secure buildings.
- Cleans up and disposes of bodily fluids.
- Removes snow from sidewalks, driveways, and parking areas, using snowplows, snow blowers, and snow shovels, and spreads snow melting chemicals.

## LEVELS OF WORK:

- Class Group consists of three classes.

**Custodial Specialist:** This is custodial and housekeeping work performed in areas and/or requiring the operation of technical equipment.

**Minimum Requirements:** None required.

**Custodial Supervisor Senior:** This is supervisory work over custodial work units responsible for the cleaning and housekeeping of a number of buildings.

**Minimum Requirements:** One year of experience in custodial work.

**Custodial Manager:** This is managerial work directing all activities of an institutional housekeeping department.

**Minimum Requirements:** One of year of experience in custodial work, including two years of supervisory/leadership experience. High school diploma or equivalent