



Safeguard District property by arming and disarming alarms, locking and unlocking doors, windows and gates, and taking other appropriate security measures applicable to assigned facilities.

Operate and demonstrate the use and maintenance of cleaners, buffers, vacuums, shampooers, scrubbers and other custodial equipment; mix and use cleaning agents to remove dirt and graffiti.

Provide assistance and directions to campus visitors; pick up paper and other refuse from grounds.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Principles of training and providing work direction to assigned custodial staff.

Requirements of maintaining buildings and facilities in a community college district in a safe, clean and orderly condition.

Modern cleaning methods including methods of cleaning and preserving floors, chalkboards, carpets, furniture, walls and fixtures.

Operation, use and general maintenance of cleaning equipment, tools, materials and supplies used in custodial work.

Health, sanitation and safety regulations and procedures.

**ABILITY TO:**

Provide work direction and training to custodial personnel on an assigned shift.

Assure the cleanliness of District buildings, offices, classrooms, labs, special event centers and other facilities.

Review work in progress and inspect completed work to determine conformance to established standards.

Use cleaning materials, equipment and methods according to predetermined standards.

Operate equipment and cleaning supplies used in custodial work.

Perform custodial work in accordance with established schedules, routines and standards.

Maintain classrooms, offices, labs, rest rooms, special event centers and other facilities in a clean, orderly and sanitary condition.

Lift objects weighing up to 50 pounds.

Work cooperatively with others.

Understand and follow oral and written directions.

Perform general buildings maintenance duties as required.

Maintain tile, carpeted and gymnasium floors.

**EDUCATION AND EXPERIENCE:** Any combination equivalent to: sufficient education to demonstrate the knowledge and abilities listed above and two years of custodial experience.

**LICENSES AND OTHER REQUIREMENTS:**