
**REDDING SCHOOL DISTRICT
JOB DESCRIPTION**

CUSTODIAN

DEFINITION OF POSITION

Under the supervision of the building principal, is responsible for keeping school grounds and buildings clean and well maintained. When principal is not on duty, custodians work under the supervision of the Lead Custodian.

EXAMPLES OF DUTIES – Important duties may include, but are not limited to, the following:

1. Maintains buildings (restrooms, floors, woodwork, windows) by painting and minor repairs;
2. Takes care of equipment and materials;
3. Arranges tables in cafeteria; cleans kitchen and assists cooks with supplies and heavy containers;
4. Moves and arranges furniture and equipment;
5. Performs minor non-technical repairs (lights, blinds, and desks);
6. Mows and waters lawns; cares for shrubs, trees and other landscaping;
7. Prepares school for opening and closing;
8. Performs other related duties as assigned which are reasonably related to the above.

QUALIFICATIONS

1. Knowledge of preferred methods of cleaning and preserving floors, walls and fixtures;
2. Knowledge of the use of cleaning materials, disinfectants, and equipment used in custodial work;
3. Knowledge of tools (and ability to use them) in minor maintenance work;
4. Ability to quickly learn schedules and procedures;
5. Ability to perform physical labor including lifting in excess of 50 pounds;.
6. Understand and carry out oral and written instructions;
7. Establish and maintain cooperative relationships with parents, students, and staff.

EXPERIENCE

One year of experience in comparable field.

EDUCATION

Graduation from high school or equivalent

REQUIRED LICENSES/CERTIFICATES

None

Custodian

Salary Range: G

BOARD APPROVED: 08/17/2010