

Custodian Job Description

Job Title: Custodian

Department: County Commission

Reports to: County Administrator

This job description is based on an evaluation of the position at the time this description was written. This job description will change from time to time as tasks, organization and technology change. Accordingly, the employer reserves the unlimited right to revise all or any part of this job description and the essential functions of the job and to add or eliminate essential functions of any position. Designation of any job duty as an "essential function" is not intended as an assurance or guarantee that any employee has any right to perform the particular job duty, except as required by the employer.

Qualifications:

- High school diploma required.
- Previous custodial/commercial housekeeping experience a plus.
- Ability to operate commercial cleaning equipment a plus.
- Ability to interact with the public on a daily basis.
- Ability to lift 50 pounds.
- Must have a valid drivers license.

Temperament:

Employee must be a self starter, able to prioritize work demands and be able to maintain a professional demeanor. Employee must be able to pay attention to detail and have the ability to work quickly and accurately.

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- Must have the ability to operate industrial grade cleaning equipment.
- Ensure compliance to all floor cleaning guidelines to maintain manufacturers warranties.
- Adhere to daily, weekly, monthly and quarterly housekeeping specifications.
- Complete a daily worklist.
- Work with county maintenance staff to coordinate overall facility maintenance.
- Must be available to work Monday-Friday either 5am-1pm or 3pm-11pm.
- Perform job duties with safety for self and others as first priority.
- Perform related duties as required.

Schedule:

Monday 3pm-11pm

Tuesday 3pm-11pm

Wednesday 1pm-11pm

Thursday 7pm-11pm

Friday 3pm-11pm