

## **CUSTODIAN, LEAD**

### DEFINITION

Under general supervision, to lead and participate in the custodial services required to maintain rooms, equipment, buildings and adjacent areas of a school or District Office facility in a clean, orderly and secure manner; and to do related work as required.

### EXAMPLES OF DUTIES

Serve as lead custodian for the night custodial crew; lead and personally perform custodial work in accordance with prescribed work schedules; inspect the work of the night custodial crew and provide assistance and supervision as required; keep night crew records and prepare recommendations of needed supplies; assist in the training of the night custodial crew; inspect buildings and grounds for safety and security; assist in vandalism prevention and reporting; set alarms and secure campus; confer with the Plant Foreman or Field Supervisor in planning the cleaning of the school campus or District Office facility; move, arrange and set up furniture and equipment for special events; report the need for follow-up custodial work to be done by day personnel; may make minor repairs.

### QUALIFICATIONS

#### Knowledge of

Methods, materials and equipment used in cleaning various types of surfaces and furniture; safety related to cleaning methods, practices and equipment; custodial work schedules and performance standards.

#### Ability to

Maintain and monitor work schedules; assume leadership of night custodial services; assist in the training of custodial personnel; understand and carry out oral and written instructions; after appropriate training safely use machines, equipment, and tools related to job duties; establish and maintain cooperative working relationships; work without immediate supervision.

#### Experience

Two years of experience in building custodial work which has provided the applicant with the knowledge and abilities listed above.

#### Education

Equivalent to the completion of the twelfth grade.

#### Physical Performance Requirements

Frequent lifting and maneuvering of up to 50 to 60 pounds, with occasional lifting and maneuvering of up to 100 pounds with or without assistance. Frequent standing or walking much of the time with some twisting, bending, stooping, and squatting also required. May work on irregular surfaces or at heights above the ground.

#### Licenses

Possession of a valid and appropriate California Driver's License, if required.