

Position: **Custodian**  
Department: **Maintenance and Operations**  
Bargaining Unit: **CSEA**  
Salary: **Classified Unit Salary Schedule, Range 28**

**DEFINITION**

Under general supervision, perform custodial duties required to maintain assigned school buildings and/or building areas in a clean and orderly condition.

**SUPERVISION RECEIVED AND EXERCISED**

Supervision is provided by Senior Director of Maintenance and Operations or designee.

**DISTINGUISHING CHARACTERISTICS**

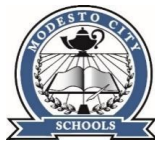
These classifications are distinguished in the following ways: Custodian, Custodian/Swimming Pool Operator, Custodian/Groundskeeper and Custodian/Theater Technician positions all perform the same duties required to maintain assigned school buildings and/or building areas; however, the Custodian/Swimming Pool Operator, Custodian/Groundskeeper and Custodian/Theater Technician have additional responsibilities that differ from the general Custodian job description. The Groundskeeper position is responsible for performing general and varied gardening and grounds maintenance work.

**EXAMPLE OF RESPONSIBILITIES**

1. Sweep, scrub, mop, wax, and vacuum assigned floors, hallways, and student activity areas and shampoo and/or spot clean carpets on a scheduled basis.
2. Dust, wash, wax and polish assigned furniture, woodwork, and metal work on a scheduled basis.
3. Wash and clean assigned windows, walls, drinking fountains, sinks, commodes, and trash receptacles on a scheduled basis.
4. Report all health and safety conditions that may cause injury to students, staff, and the general public (e.g. broken furniture, burned out lights, broken equipment).
5. Maintain the security of the work area during and at the close of the assigned hours of work (e.g. lock doors, gates, and windows, turn on security lights and/or alarms).
6. Operate power cleaning equipment in a safe and efficient manner.
7. Move and arrange furniture and equipment.
8. Perform limited maintenance as run would allow.
9. Pick up outside litter, water lawns, sweep sidewalks, and dump outside receptacles as run would allow.
10. Attend Modesto City Schools asbestos training program within the first sixty (60) days of employment.
11. Wear Personal Protective Equipment (PPE) (e.g. shoes, gloves, eye goggles, aprons, face protectors, breathing apparatus, etc), when necessary.
12. Maintain a valid California Driver's License – Class C.
13. Maintain participation in CA DMV Assessment System/Automatic Pull Program.
14. Utilize technology as appropriate to the position.
15. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
16. Perform other related duties as assigned.

**JOB REQUIREMENTS****Knowledge of:**

- Knowledge of cleaning materials and techniques.



Position: **Custodian (continued)**

Work Factors:

- **Observance of Work Hours** – Punctuality in reporting to or leaving duty station in accordance with prescribed schedule of working hours.
- **Safety Practices** – Complying with safety practices, particularly situations involving pupils.
- **Quality of Work** – Degree of excellence of the work performed.
- **Quantity of Acceptable Work** – The amount of work completed in relation to the scheduled work load.
- **Work Judgements** – Analyzing work situations and drawing sound conclusions.
- **Planning & Organizing** – Planning and organizing assigned duties to achieve desired results.
- **Work Knowledge/Skills** – Attainment of specialized knowledge needed to perform the job responsibilities.
- **Meets Assignment Deadlines** – Timely completion of reasonable deadlines.
- **Accepts Direction** – Acceptance of supervision, training, and instruction.
- **Accepts Change** – Adaptability and flexibility to work situations and/or circumstances.
- **Accepts Responsibility** – Willingness to accept responsibility.
- **Operation & Care of Equipment** – Concern for safe, responsible, and reasonable operation or use of equipment.
- **Initiative** – Showing initiative in work improvements, identifying and correcting errors, and initiating work activities.
- **Interpersonal Relationships** – Interacting with students, parents, coworkers, and administrators in a positive and constructive manner.
- **Appearance of Work Station** – Neat and efficient arrangement of work area.
- **Grooming & Dress** – Appropriate personal appearance and work attire in relation to health, safety, and organizational standards.
- **Reading Comprehension** – Demonstrating reading comprehension at least equal to that of a H.S. senior.
- **Writing Skills** – Demonstrating writing skill at least equal to that of a H.S. senior.
- **Mathematical Skills** – Demonstrating mathematical skills at least equal to that of a H.S. senior.

**MINIMUM QUALIFICATIONS**

Experience:

- Six (6) months experience as a custodian.

Education:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

License(s)/Certificate(s):

- Valid California Driver's License - Class C.
- Must provide a DMV printout within five (5) days of offer of employment.

Physical Characteristics:

- Sufficient vision to drive and operate equipment.
- Sufficient depth perception.
- Sufficient hearing to hear work area noise and normal conversation in person and on the telephone.
- Ability to speak in a voice that can be clearly heard and understood on the telephone and in face-to-face conversations.
- Ability to reach horizontally and vertically with arms.



Position: **Custodian (continued)**

- Sufficient dexterity to manipulate small objects, and print or write legibly.
- Sufficient physical ability, strength, mobility, and stamina to drive a vehicle, climb ladders, bend, stretch, stand, kneel, walk, stoop, crawl, and extend legs.
- Sufficient physical ability, strength, mobility and stamina to lift, carry, push or pull objects which may frequently exceed 100 pounds in a series of functional tests, which clearly simulates the work environment.
- Sufficient physical ability to sit for extended periods of time.

Board Approved: 1/13/14

Reclassification/Equity Adjustment Review Committee Revised and Approved: 2/24/22