

Agriculture Classification Description

Last Updated: 1/11/07

4001
LEAD CUSTODIAN
11/01/01

SUMMARY

General Description: Cleans and cares for assigned buildings and premises in order to maintain a safe, attractive, learning environment and provides training and supervision of such activities.

DUTIES

Typical: Performs tasks necessary to meet custodial branch standards and performs as team leader in a self-directed work team; sweeps, mops, scrubs, and applies finish to floors; dusts and cleans offices; washes windows inside on all floors and outside at entrances; washes walls; cleans restrooms and replenishes supplies; moves office and dormitory equipment and furniture for thorough cleaning; cleans and polishes metal hardware; reports damaged structures and equipment; operates various mechanical, electrical, and battery operated machines to aid in performing the above tasks; conducts custodial training; assumes, on occasion, the duties of the custodial facilitator; performs related duties as required.

SUPERVISION

Received: General instruction and periodic review from the custodial facilitator or assigned team leader.

Given: Detailed instruction and frequent review of custodial teams and Custodians and Senior Custodians.

EDUCATION

Required: High school graduation or any equivalent combination of training and experience; ability to receive and comprehend instructions in the English language and communicate effectively; advanced training and/or recognized custodial courses.

Preferred: None.

EXPERIENCE

Required: Two years of custodial work, including one year of supervising small custodial work groups.

Preferred: Additional experience as leader of small groups.

LICENSES, CERTIFICATES OR REGISTRATION

Required: Valid driver's license. Must be able to obtain State of Texas class "C" vehicle operator's license within 30 days of employment.

Preferred: None.

KNOWLEDGE, ABILITIES AND SKILLS

Typical: Ability to respond to emergency calls during off-duty hours. Use of custodial cleaning equipment, chemicals and supplies.