

## GROUNDS - CUSTODIAN I

**CLASSIFICATION:** Classified

**TITLE OF IMMEDIATE SUPERVISOR:** Supervisor of Maintenance & Operations

**TITLE OF EVALUATOR:** Principal or Vice Principal.

**JOB SUMMARY:** Under general supervision, keep an assigned area of a building and grounds safe and clean. Carries out routine and specialized work in keeping all areas of the campus safe and clean, and performs related duties as assigned.

**ESSENTIAL DUTIES:**

- Sweep, dust, scrub, and mop floors; refinish, seal and wax floors of various types
- Dust and/or wash walls, woodwork, light fixtures, windows, blinds, furniture and other equipment
- May refinish, seal and wax floors as requested
- Plant, cultivate, fertilize, mow grass, irrigate flowers, shrubs, trees and lawns
- Load trucks, haul trash
- Spray herbicides
- Prepare/maintain athletic fields and district lawns
- Assist with installation and maintenance of irrigation systems
- Operate truck, tractor, trimmers, mowers, sprayers, and other hand tools used in landscape installation and maintenance
- Put up barriers around newly planted areas
- Open and secure all buildings and facilities
- Replace lamps and fuses
- Assist with general plant maintenance as requested
- May supervise student work programs

**OTHER DUTIES:**

- Perform light carpentry and painting
- Move furniture
- Make minor repairs to equipment and furniture
- Maintain grounds keeping equipment
- Remove and cut up trees
- Maintain written logs and records as required
- Perform related duties as assigned
- May supervise student work programs
- May supervise students in specified area of campus

**EMPLOYMENT STANDARDS:**

• **Training and Experience:** One year experience in custodial and gardening work. Knowledge of: basic gardening maintenance; equipment, tools and materials used in landscaping maintenance; irrigation systems; cleaning techniques, procedures and materials; safe work practices.

• **Abilities:** Ability to: use a variety of tools and equipment; follow oral and written instruction; establish and maintain cooperative working relationships with co-workers.

• **Physical Effort/Working Environment:** Indoor and outdoor work environment during all seasons. Perform strenuous work; use of fertilizers and pesticides common to landscaping maintenance; perform laborious tasks including stooping, bending and heavy lifting; work independently and cooperatively as required.

• **Licenses and Certifications:** A valid Class 3 California driver's license and evidence of appropriate automobile insurance based on DMV regulations may be required.

• **Education:** Completion of formal or informal education sufficient to assure the ability to read and write at the level required to perform the duties of the job safely and successfully.

West Sonoma County Union High School District

Classified Salary Schedule - Range 26

8 hrs per day, 12 months

Approved: June 17, 1999

Revised: