

GROUNDS - CUSTODIAN II

CLASSIFICATION: Classified

TITLE OF IMMEDIATE SUPERVISOR: Supervisor of Maintenance & Operations

TITLE OF EVALUATOR: Principal or Vice Principal.

JOB SUMMARY: Under general supervision, coordinate, supervise, and carry out routine and specialized work in keeping all areas of school grounds safe and clean; participate in keeping district building facilities clean, sanitary, and in a safe condition.

ESSENTIAL DUTIES:

- Plant, cultivate, fertilize, mow grass, irrigate flowers, shrubs, trees and lawns
- Load trucks, haul trash
- Spray herbicides
- Prepare/maintain athletic fields and district lawns
- Install and maintain irrigation systems
- Operate truck, tractor, trimmers, mowers, sprayers, and other hand tools used in landscape installation and maintenance
- Report daily to immediate supervisor concerning shift activities
- Assist with building maintenance
- Supervise and inspect work of a Grounds-Custodian I
- Perform the duties of a Grounds-Custodian I as needed
- Open and secure all buildings and facilities

OTHER DUTIES:

- Report any unsafe conditions to supervisor
- Prioritize to cover extra activities
- Perform light carpentry and painting
- Move furniture
- Make minor repairs to equipment and furniture
- 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:** Two years experience in custodial and landscaping work. Knowledge of: basic landscaping maintenance; equipment, tools and materials used in landscaping maintenance; irrigation systems; cleaning techniques, procedures and materials; safe work practices.

• **Abilities:** Ability to: effectively coordinate and supervise co-workers; 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, lift and carry up to 60 lbs., use of fertilizers and pesticides common to landscaping maintenance.

• **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 28

8 hrs per day, 12 months

Approved: June 17, 1999

Revised: