



Sequoia Union High School District

Job Description

JOB TITLE:	Ground Graffiti Clean Up Worker/Custodian
REPORTS TO:	Plant Manager
CLASSIFICATION:	Classified
SALARY SCHEDULE:	10.5
WORK - YEAR / HOURS:	11 months / 7.5 hours
LOCATION:	Various
BOARD APPROVAL:	7/1/07

DEFINITION

Under supervision, to clean up debris on school site grounds; to remove graffiti using hand and power equipment; to perform a variety of custodian and janitorial duties in district buildings and facilities; and to perform related work as assigned.

DISTINGUISHING CHARACTERISTICS

The Grounds/Graffiti Clean Up Worker is an entry level maintenance classification performing routine unskilled duties within a narrowly defined area. This classification is distinguished from Grounds worker I which performs a wider variety of duties involving more knowledge of grounds keeping practices. The Custodian is a full working level of classification, competent to independently perform required cleaning and custodial tasks.

EXAMPLES OF DUTIES

- Clears and picks up litter and debris from site grounds, parking lots, perimeters, athletic fields, and other areas manually and using blowers;
- Uses chemical agents to remove graffiti from site buildings and facilities;
- Operates soda blaster to remove graffiti from concrete, loads and adjusts mixture of soda, and cleans soda blasting machine when done including blowing out soda, cleaning soda tank, cleaning out valves, and bleeding filter;

- Paints out graffiti with tinted primer using rollers and brushes;
- Sweeps and washes down areas to remove soda; washes down outdoor seating areas;
- Removes gum, stickers and decals using putty knives or razor scrapers;
- Operates District vehicles to dump trash and pick up soda blaster;
- Moves and arranges furniture, and opens/closes bleachers for special events;
- Mixes cleaning solutions, and maintains custodial supplies, washing mops and rags, changing vacuum belts and bags, etc.;
- Gathers filled garbage bags, and drives trash to dumpsters using electric carts;
- Spot mops, cleans up spills, and removes gum;
- Locks, unlocks, and secures classrooms, buildings, and gates; sets and disarms security alarms; turns off lights;
- Keeps restrooms supplied with toilet paper, hand towels, paper towels and soaps;
- Performs limited maintenance functions such as unclogging toilets, changing light bulbs, replacing dispensers, etc.

QUALIFICATIONS

Knowledge of:

- Safe driving practices.
- Basic use of hand tools and safe working practices.
- General custodial practices and procedures.
- Cleaning compounds and supplies.
- Proper use of janitorial equipment.
- Special equipment used for floor maintenance
- Safe working practices and precautions for working with cleaning compounds and cleaning up
- Bodily fluid spills.

Skill in:

- Operating a vehicle safely.
- Following oral and written instructions.
- Working alone or cooperatively with others.
- Using cleaning products and chemicals for floor care and maintenance.
- Properly stripping, waxing and buffing floor surfaces.
- Selecting and using appropriate tools and equipment for various custodial duties.
- Reading and understanding labels on custodial products and chemicals.

- Applying cleaners and disinfectants appropriately.
- Using gloves and other protective equipment for personal safety.
- Working independently, and following oral and written instructions.

Ability to:

Learn to operate the soda blaster and other grounds maintenance tools and equipment.

Learn safe working practices as related to equipment operation and use of chemicals, including the use of protective gear and devices.

A typical way of gaining the knowledge and skills outlined above is:

Equivalent to any combination of formal and/or informal education and experience sufficient to provide the necessary skills and work habits.

PHYSICAL REQUIREMENTS

The physical abilities required of this classification may include the following:

- Physical strength and stamina to perform sustained physical labor, extensive walking, and lifting up to 50 lbs to load trash; including lifting, pushing and pulling equipment weighing up to 75 pounds (floor buffer).
- Walking, standing, bending, kneeling, stooping and reaching and climbing stairs;
- Manual dexterity to operate hand, power tools, cleaning equipment and to manipulate objects.
- Vision sufficient to identify trash and graffiti.
- Speech and hearing sufficient to receive instructions and relay information.
- Working in exposure to cleaning solutions, disinfectants, chemicals, bacteria, and bodily fluids.
- Working on ladders to clean windows.

OTHER REQUIREMENTS

Must possess a valid California driver's license and have a satisfactory driving record.