



STOCKTON UNIFIED SCHOOL DISTRICT

CLASS TITLE: LEAD CUSTODIAN I

BASIC FUNCTION:

Receives general supervision from a Lead Custodian II. In the absence of the Head Custodian, the Lead Custodian I supervises custodians and grounds worker and does related work as required to lead and participate in the custodial and maintenance work of maintaining assigned buildings and grounds in a clean, sanitary and safe condition; maybe on a 24-hour on-call basis and perform related duties as assigned. Exercises technical or functional supervision over a number of custodians.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Provide technical or functional supervision to other custodial personnel.

Administer work schedules and see that work is completed in accordance with instructions.

Perform routine custodial tasks working from a prepared work schedule.

Participate in the complete cleaning of the buildings during summer vacation.

Survey buildings and grounds for safety hazards, vandalism, and security problems and report findings to supervisors.

Direct visitors and safeguard school property.

Confer with Head Custodian regarding care and cleaning problems and supply needs.

See that school facilities are set up for special events.

Check gauges on heating and ventilating equipment.

May assist in the training and evaluation of custodians.

Secure buildings and grounds.

Contact authorities when necessary.

May perform routine grounds keeping duties.

Maintain regular and prompt attendance in the work place.

Lead Custodian I – Continued

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Methods, materials, supplies and equipment used in various custodial activities.
- Health codes and safe work practices.
- Low pressure steam boilers and other heating equipment.
- Basic principles of supervision and training.
- Oral and written communication skills.

ABILITY TO:

- Provide lead supervision to other custodial personnel.
- Establish and maintain cooperative working relationships.
- Understand and carry out oral and written instructions.
- Perform a variety of complex custodial maintenance tasks.
- Assist in the training and evaluation of subordinates.
- Perform heavy physical labor.
- Physical capability sufficient to perform job tasks.
- Develop and maintain cooperative working relationships with those contacted in the course of work.
- Carry out oral and written directions; write and speak at a level sufficient to fulfill the duties to be performed for the position described.

EDUCATION AND EXPERIENCE:

Any combination of education, training and/or experience equivalent to: completion of one year of experience in school custodial work.

License or Certificate

Possession of a valid California driver's license is required.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment.
Regular exposure to fumes, dust and odors.

PHYSICAL DEMANDS:

Employee in this position must have/be able to:

- Dexterity of hands and fingers to operate a variety of custodial equipment.
- Walk over uneven ground and/or stand for extended periods of time.
- See to perform custodial duties.

Lead Custodian I – Continued

- Lift and/or carry up to 40 lbs overhead for short distances.
- Occasionally lift and/or carry up to 75 lbs overhead for short distances.
- Lift and/or carry up to 40 lbs at waist height for short distances.
- Occasionally lift and/or carry up to 75 lbs at waist height for short distances.
- Push/pull up to 100 lbs over campus.
- Bend at the waist, kneel, crouch and stoop.
- Reach overhead, above the shoulders and horizontally.
- Climb ladders and work from heights.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.

HAZARDS:

Exposure to cleaning agents and chemicals.

Working on ladders.

Wet/slippery floor surfaces.

Board Adopted: 1/11/05
CSEA Chapter 821
Salary Range: 35