

TOWN OF TRUMBULL

CLEANER/JANITOR

BOARD OF EDUCATION

CIVIL SERVICE CLASS: II

GENERAL STATEMENT OF DUTIES:

1. Cleans an assigned area of a school building or buildings.
2. Performs routine daily cleaning and all housekeeping duties as assigned.
3. Processes recycling materials; collects and disposes of rubbish.
4. Cleans and shovels walks.
5. Locks and unlocks assigned area of a building.
6. Moves and sets up furniture; may load, unload, and store materials.
7. May do simple repair work using basic hand tools.
8. Works hours as assigned; may perform miscellaneous related work as assigned; may be required to work first, second, or third shift or a variation thereof.

SUPERVISION RECEIVED:

Works under the direction of assigned Building Custodian or other assigned supervisor.

SUPERVISION EXERCISED:

None.

MINIMUM QUALIFICATIONS,
KNOWLEDGE, SKILL AND ABILITY:

1. Must be capable of using materials and performing methods used in cleaning including the use of light manual and power-driven cleaning and polishing equipment.
2. Ability to follow simple written and oral instructions.
3. Ability to learn and follow routine cleaning procedures.
4. Ability to get along well with children and the public.
5. Ability to perform moderately heavy labor and lift at least 35 pounds.

EXPERIENCE AND TRAINING:

Have six (6) months of recent custodial experience in a commercial or public building setting.