

CUSTODIAN - PHYSICAL EDUCATION EQUIPMENT

Definition

Under supervision, to keep an assigned high school building or group of buildings or office space clean and orderly; to issue, receive and store supplies used in the physical education program; supervise the operation of the District laundry; and to do other work as required.

Essential Duties

1. Store, issue, receive and check athletic equipment for sports, such as football, volleyball, baseball, track, basketball and tennis;
2. Issue clothing, pads, shoes, balls, bats, racquets and other game equipment;
3. Sort clothes for laundry; check and store returned laundry;
4. Mark athletic areas for various contests;
5. Set up equipment for gym classes and various contests;
6. Repair and adjust athletic equipment;
7. May accompany teams to various athletic contests;
8. Sweep, scrub and mop locker and shower rooms;
9. Wax floors, dust, and polish furniture and woodwork;
10. Clean restrooms; empty and clean waste receptacles;
11. Wash windows, blackboards and walls;
12. Polish metalwork;
13. Take care of equipment and materials;
14. May make minor repairs, such as replacing lights, adjusting shades or blinds, or adjusting desks, lockers and other furniture; and
15. Clean and pick up paper on grounds, courts and in buildings.

Qualifications

Knowledge of:

1. Equipment, materials and supplies used in competitive sports, particularly football, volleyball, baseball, basketball, tennis, track and the washer/dryers in the District laundry;
2. Modern cleaning methods and the preferred methods of cleaning and preserving floors, walls and fixtures;
3. Cleaning materials, disinfectants and equipment used in custodial work; and
4. Tools and their uses.

Ability to:

1. Use tools in minor maintenance work;
2. Maintain and make repairs on athletic clothes and equipment;
3. Clean and maintain school buildings;
4. Read and write and carry out oral and written instructions; and
5. Work well with students and others contacted in the course of the work.

Experience:

One year in handling athletic equipment, preferably including some custodial duties.

License:

Valid First Aid and CPR Certificates;
Valid California Driver's License.

Education:

High school diploma or equivalent.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands and fingers to handle, or feel objects, tools, or controls; and talk or hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to sit. The employee frequently must squat, stoop or kneel, reach above the head and reach forward. The employee continuously uses hand strength to grasp tools

and climbs on to ladders. The employee will frequently bend or twist at the neck and trunk more than the average person while performing the duties of this job.

The employee must frequently lift and/or move up to 50 pounds such as cleaning supplies, pails and unloading trucks. Occasionally the employee will lift and/or move up to 90 pounds such as salt and bulk furniture. The employee will sometimes push/pull items such as tables, bleachers, scrubbing machines. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works indoors and outdoors. The employee will work near or with moving mechanical equipment. The employee may occasionally work with toxic or caustic chemicals such as petroleum products, degreasers, and sprays. The employee must be able to meet deadlines with severe time constraints. The noise level in the work environment is usually moderate.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.