

**Pomerene School District  
Substitute Custodian/Maintenance**

**Summary:** To maintain the school physical plant in a neat and clean condition and to keep it in efficient operating order.

**Duties and Responsibilities:**

Sweeps, dusts, and mops floors, vacuums carpets, and dusts windows and furniture.

Clean, sanitize, and disinfect restrooms, sinks, and drinking fountains.

Removes graffiti, gum, candy, etc. from walls and under desks.

Empties wastebaskets and other trash containers.

Cleans window interiors/exterior.

Replaces lamps and bulbs as necessary.

Reports safety hazards or need for major repairs.

Locks and secures all areas of campus.

Move furniture and equipment.

Performs other related duties as assigned.

**Qualifications:**

Must possess a high school diploma or general education degree (GED)

Must possess a thorough knowledge of custodial type tools and equipment.

One to three months related experience and/or training, or equivalent combination of education and experience.

Must comply with school Safety Manual Rules and Regulations and satisfy OSHA requirements.

Must be able to maintain neatness of person and display an attitude of friendliness, courtesy, respect, and cooperation toward others.

Must be able to push, pull, or lift weight in excess of 50 pounds.

Must be able to climb ladders and work in tight spaces.