

BUILDING CUSTODIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs a variety of routine cleaning and minor maintenance tasks. The cleaning work is performed according to well established procedures and the maintenance tasks are performed either under direct supervision or according to detailed instructions. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Dusts chairs, tables, desks and other furniture;

Washes windows, walls, woodwork, water closets, tubs, bowls and chalkboards;

Sweeps, mops, washes, strips, waxes and oils floors;

Gathers and disposes of refuse;

Cleans, polishes furniture and brass;

Vacuums rugs, removes stains by electric hot water shampoo machine;

Performs minor plumbing repairs on sinks, toilets and showers;

Replaces wall sockets, light fixtures, electric cords and switches and performs other minor electrical repairs as directed;

Paints offices, classrooms, hallways and equipment;

Arranges chairs, tables, floor coverings, mats, blackboards and other equipment for special use of campus facilities;

Shovels snow and sands parking lots, sidewalks and walkways;

Performs a variety of maintenance tasks such as installing doors, windows, ceramic tiles, baseboards and light bulbs;

Assembles and makes minor repairs to office furniture;

May operate campus vehicles on occasion in the transportation of equipment and supplies;

May train personnel in cleaning activities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of building cleaning practices; ability to make minor repairs to buildings and equipment; willingness to perform routine manual labor; ability

to understand and follow oral instructions; manual dexterity; dependability; good physical condition.

MINIMUM QUALIFICATIONS: One year of experience as a building cleaner or handyman.

ULSTER COUNTY

0810 BLD CUS WK

Classification: Non-Competitive

Grade: 4

Union: CSEA