CUSTODIAN

POSITION SUMMARY:

The Custodian maintains all Tuscaloosa County properties by ensuring that routine housekeeping task are performed. The employee in this class performs a variety of miscellaneous tasks involving light labor in the cleaning and minor maintenance of public buildings and office complexes. Work is assigned and performed in accordance with established routines. Instructions from supervisors are specific in nature and work is subject to close inspection during progress or upon completion for attainment of established standards of cleanliness.

JOB DUTIES AND RESPONSIBILITES: All duties listed may not be found in each position, nor does this list include all tasks which may be assigned to positions in this class).

- Demonstrate effective communication skills.
- Performs manual tasks in mopping, sweeping, waxing, vacuuming, dusting, polishing, window washing, and similar household duties.
- Dust and cleans offices; care must be taken that office papers or materials are not destroyed.
- Cleans, scrubs, and polishes lavatories, fixtures, and mirrors; replenishes lavatory supplies.
- Participate in the appropriate removal of damaged and unusable County and State property.
- Operates and exercises the use of electric and battery-operated floor cleaning motorized equipment.
- Operates and maintains electric and battery-operated electrostatic disinfectants and sanitizer machines.
- Empty trash cans and trash receptacles.
- Policing all County facilities to keep litter and trash under control.
- Directs persons to and answers inquiries about the locations of offices, buildings, and properties.
- Performs related work as required.
- All other duties as assigned.

REQUIRED KNOWLEDGES, SKILLS, AND ABILITIES:

- Knowledge of the materials, methods, and equipment ordinarily employed in keeping County offices and buildings clean.
- Ability to understand and follow simple oral and written instruction.
- Ability to learn simple and repetitive tasks.
- Sufficient physical strength to perform a variety of routine manual tasks in the care of cleaning buildings and equipment.

QUALIFICATIONS:

- Must have and maintain a valid Alabama Driver's License
- Standard High School Diploma, Advanced High School Diploma, or GED required
- Experience in housekeeping preferred.