

Class Codes

SCHOOL FACILITIES ATTENDANT & (RESTRICTED)	4097
SCHOOL FACILITIES ATTENDANT (FEMALE) & (RESTRICTED)	4098
SCHOOL FACILITIES ATTENDANT (MALE) & (RESTRICTED)	4099

DEFINITION

Assists the Plant Manager with light cleaning, stocking and monitoring of school restrooms and locker rooms and water fountains and serves as a deterrent to vandalism.

TYPICAL DUTIES

Conducts light cleaning of restrooms throughout the school day, including washing/wiping down sinks and faucets, toilets and urinals picking up/sweeping/spot mopping of floors, flushing toilets and urinals, cleaning mirrors and removing graffiti.

Cleans water fountains.

Inventories and stocks restrooms with supplies throughout the school day by replenishing items such as toilet tissue, paper towels, toilet seat covers, and soap.

Records supplies needed onto a log sheet.

Gathers and disposes of rubbish, paper, leaves, and debris.

Empties, washes, and replaces liners in refuse containers.

Monitors restrooms throughout the day for vandalism or needed repairs, reports inappropriate behavior, and notifies the Plant Manager site administrator or security personnel if vandalism has occurred and/or if repairs are needed.

Assists in cleaning up after vandalism.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A School Facilities Attendant conducts light cleaning, stocking, and monitoring of school restrooms and cleans water fountains throughout the day. Employees in the classes designated as (Female) or (Male) are required to enter restrooms or locker rooms that are restricted to persons of the designated sex. Employees in restricted classes perform duties similar to those of the unrestricted classes and are employed in accordance with Education Code Section 45105.

A Building and Grounds Worker maintains buildings and grounds in a clean, sanitary, and safe condition.

A Plant Manager is responsible to the site administrator for the cleaning, operation, and security of assigned plant(s).

SUPERVISION

Immediate supervision is received from a Plant Manager or Assistant Plant Manager. No supervision is exercised.

## CLASS QUALIFICATIONS

### Knowledge of:

- Cleaning materials, such as soap, detergents, and solvents
- Methods of cleaning floors, lavatories, and other areas of school buildings
- Sanitation methods used in custodial work

### Ability to:

- Understand and follow written and oral instructions
- Recognize and write notes on maintenance and repair needs
- Do simple mathematics in relation to supply inventory
- Work harmoniously with students, administrators, teachers, parents and others

### Special Physical Requirements:

Ability to stand, walk, bend, crawl, climb, reach overhead, crouch, kneel, balance, pull, and lift and carry objects weighing up to 50 pounds.

## ENTRANCE QUALIFICATIONS

### Education:

Graduation from high school or evidence of equivalent educational proficiency is desirable.

### Experience:

Prior custodial experience and experience working in a school environment is desirable.

### Special:

A valid California Driver License and use of an automobile may be required for some positions.

The class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

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JPK<sup>2</sup>