

## **CUSTODIAL WORKER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine physical work involving the efficient and economical performance of building cleaning and occasional minor maintenance tasks. Cleaning tasks are performed under direct supervision or under general supervision and according to specific instructions. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Sweeps, mops and washes floors and stairs;  
Uses heavy mechanical equipment for stripping, waxing and polishing floors;  
Dusts chairs, tables, desks and other furniture;  
Polishes furniture and other items;  
Empties wastebaskets, collects and disposes of trash;  
Arrange chairs, tables and other equipment for special use of buildings;  
Replenishes soap, paper towels and toilet paper;  
Replaces light bulbs;  
Repairs window shades,  
Moves furniture, supplies and other equipment;  
Cleans walls, bath fixtures, furniture and other various equipment daily;  
May clear snow and ice from walks;  
May mow lawns, trim shrubs, rake leaves and perform a variety of other groundskeeping tasks as assigned;  
May assist in the operation and maintenance of an oil or gas fired low pressure heating system;  
May be required to wash outside windows at extreme heights;  
May sand and repair desks, tables and chairs;  
May assist in making minor plumbing, carpentry and electrical repairs;  
May load and unload trucks;  
When assigned to Willow Point Nursing Facility may perform laundry-related duties as required;  
When assigned to the Department of Social Services may be required to deliver mail, files and/or furniture on an occasional basis.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of common cleaning, disinfecting methods, materials and equipment;  
Skill in the use of cleaning and maintenance equipment such as vacuum cleaners, carpet shampoos and floor buffers;  
Skill in the use of grounds maintenance tools and equipment such as

trimmers, mowers, snowblowers and chain saws;  
Ability to understand and follow simple oral and written directions;  
Ability to lift heavy objects and perform work requiring bending, climbing, reaching, and activities that may be repeated several times daily;  
Ability to get along well with others;  
Willingness to perform routine cleaning and other physical tasks;  
Willingness to be exposed to dust dirt, grease, grime, offensive sights and odors;  
Thoroughness;  
Dependability;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** None

**MINIMUM QUALIFICATIONS FOR BROOME COUNTY DEPARTMENTS: (EXCLUDING BROOME COMMUNITY COLLEGE)**

- A) Graduation from high school or possession of an equivalency diploma; OR
- B) Currently working towards completing the requirements for an equivalency diploma.

NOTE: Under B), the requirements for the equivalency diploma must be met by the end of the probationary period.

R314            06/18/08  
                  Revised 12/20/18

NON-COMPETITIVE