

Leon County Public Schools Classification Specification

Salary Grade 32

Summary Information:

Classification Title: Custodian

Date Prepared: 04/2003

FLSA Status: Non-Exempt

Typical Decisions and Recommendations Provided to Others:

Most decisions are referred to higher authority for approval. Incumbent carries out assigned plans and programs.

Activity Identification

Activity Name

413	General Cleaning	Clean offices, halls, corridors, classrooms, cafeterias, restrooms, library, conference rooms, and other interior facilities. Operates cleaning equipment to perform job duties.
413 A	General Cleaning – Food Services	Clean Central Kitchen and delivery equipment. Operate cleaning equipment to perform job duties.
414	Grounds Maintenance	Clean and maintain grounds, parking areas, etc. Maintain athletic fields. Repair pavement. Maintain fence line, irrigation system, bleachers, trim bushes and trees. Animal control as required.
400	Local Building Security and Access	Open and close buildings. Monitor security.
426	Equipment Set up/ Break down	Move or set up furniture or equipment (e.g., computers, bleachers and sports equipment). Arrange rooms/auditoriums. Remove furniture or equipment after event and clean area as required.
999	Assigned Duties	Perform other duties as assigned.

General Classification Specification Factors:

Education/Experience: High School Diploma or equivalent with no related experience required

Supervisory Responsibility: None

Type of Supervision: N/A

Effective Date: 07/01/2003