

SCHOOL DISTRICT OF BAYFIELD

TITLE: Custodian LaPointe

QUALIFICATIONS: Graduate from a standard or vocational high school.
Knowledge of custodial cleaning methods and equipment.
Ability to periodically lift heavy objects.
Possession of a valid Wisconsin driver's license.

CONTRACT: School Term

REPORTS TO: District Administrator, Principal, and Head Custodian

TIME ALLOCATIONS: Custodian 2.5 hours/day

PERFORMANCE RESPONSIBILITIES:

1. Insure the building and premises are neat and clean at all times.
2. Sweep and/or vacuum classrooms, gym, and kitchen area daily. Damp mop at least three (3) times per week.
3. Sweep halls and stairs after school each day and damp mop at least three (3) times per week.
4. Dust furniture as needed.
5. Damp mop and disinfect toilet room floors daily.
6. Clean and disinfect all sanitary fixtures daily.
7. Clean and disinfect all drinking fountains daily.
8. Clean windows as needed.
9. Empty all wastebaskets daily.
10. Keep custodial closets and storage areas neat.
11. Report all building repairs needed promptly to the Head Custodian.
12. Report any damage to the School facility immediately to the Head Custodian.
13. Perform other duties as assigned.

14. REQUIREMENTS OF THE ESSENTIAL FUNCTION

1. Must be capable on a continuous basis:
 - a. Step, climb, walk and utilize repetitive movement of both legs.
 - b. Reach, grasp, grip and utilize repetitive movement of both hands.
 - c. See with both near and far visual acuity.
 - d. Communicate verbally and in writing.
2. Must be capable on a frequent basis:
 - a. Lifting from floor to waist items or objects weighing up to 25#.
 - b. Lifting from waist to shoulder items or objects weighing up to 25#.
3. Must be capable on an occasional basis:
 - a. Lifting from floor to waist items or objects weighing up to 50#.
 - b. Carrying items or objects weighing up to 50#.
 - c. Lifting from waist to shoulder items or objects weighing up to 50#.
 - d. Wear and utilize a respirator as per state and federal guidelines.

TERMS OF EMPLOYMENT: As determined by the Board of Education.

EVALUATION: Performance evaluation annually in accordance with Board Policy.

SCHOOL BOARD REVIEW: November 13, 2000