

**CAJON VALLEY UNION SCHOOL DISTRICT  
PERSONNEL COMMISSION**

**CLASS TITLE: CUSTODIAL CREW LEADER**

**BASIC FUNCTION:**

Under direction of the Custodial Supervisor, lead, oversee and participate in custodial activities at assigned school site(s) or other assigned District facilities; maintain buildings and adjacent grounds areas in a clean, orderly and secure condition during the evening shift; operate a variety of cleaning equipment used to perform custodial duties; train and provide work direction and guidance to assigned personnel.

**REPRESENTATIVE DUTIES:**

**ESSENTIAL DUTIES:**

Lead, oversee and participate in custodial activities at assigned school site(s) or other assigned District facilities; maintain buildings and adjacent grounds areas in a clean, orderly and secure condition;

supervisor, as assigned.

Perform routine custodial activities at assigned school sites or facilities during the evening shift; sweep, scrub, mop, strip, wax, disinfect and polish floors; vacuum rugs and carpets in classrooms, offices, restrooms, auditoriums, kitchens, assembly areas and other work areas; spot clean and shampoo carpets.

Clean classrooms, cafeterias, gymnasiums, auditoriums, lounges, offices, locker rooms, hallways and other facilities as assigned; dust and polish furniture and woodwork; empty waste receptacles; spot mop spills; remove gum, debris and graffiti as needed.

Clean and disinfect drinking fountains and restroom facilities including sinks, toilets and urinals; fill dispensers with towels, soap, toilet paper and other items; wash mirrors, tile, walls and windows; unclog drains and toilets; polish metal work.

Pick up paper and other debris from school grounds, walkways and areas adjacent to school facilities; sweep concrete surfaces adjacent to school building.

Operate custodial equipment such as vacuums, mops, small hand and power tools, buffer/scrubber machines and other equipment as assigned; operate a variety of cleaning equipment utilized in custodial work, including industrial floor scrubber/stripper/polisher and large wet mops; drive a vehicle to assigned work sites.

Replace light bulbs



Move and arrange furniture and equipment.  
Observe and report safety hazards and need for maintenance and repair.  
Perform minor non-technical repairs.  
Understand and follow oral and written directions.  
Observe safety and sanitary precautions and procedures.  
Meet schedules and time lines.  
Establish and maintain cooperative and effective working relationships with others.  
Communicate effectively both orally and in writing.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school or equivalent and two years of custodial experience including experience leading the work of others, preferably in a public school setting.

**LICENSES AND OTHER REQUIREMENTS:**

vehicle insurance coverage. May be required to drive to more than one District site throughout the work shift.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor work environment.  
Driving a vehicle to conduct work.  
Afternoon and evening hours.

**PHYSICAL DEMANDS:**

Physical condition sufficient to maintain a rigorous work schedule requiring continuous exertion.  
Dexterity of hands and fingers to operate a computer and a variety of custodial equipment and tools.  
Walking or standing for extended periods of time.  
Seeing to perform custodial duties.  
Lifting, carrying, pushing or pulling moderately heavy objects; occasionally lift, carry, push or pull very heavy objects, with the use of dollies or other equipment, as assigned by position.  
Bending at the waist.  
Kneeling or crouching.  
Reaching overhead, above the shoulders and horizontally.  
Climbing ladders and working from heights.

**HAZARDS:**

Regular exposure to fumes from cleaning agents and chemicals, dust, dirt, oil/grease.  
Working around and with machinery having moving parts.  
Working at heights.

**CLEARANCES:**

Criminal Justice Fingerprint /Background  
Tuberculosis  
Pre-placement Physical and Drug Screen