Licensed Custodian Engineer

Dept/Div: Building Operations
FSLA Status: Non-Exempt

General Definition of Work

Performs semiskilled work cleaning and maintaining school building interiors and exteriors; assisting with the maintenance on boiler’s, and related work as apparent or assigned. Work is performed under the general direction of the Building Principal, Head Custodial Engineer, Assistant Head Custodial Engineer and Supervisor of Building Operations - Custodians and Health & Safety Risk Management. Continuous oversight is exercised over Custodian.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

To work in collaboration with the Head Engineer and Asst. Head Engineer and may fill in for one of the positions as needed.

Assists with the inspection of boiler operations.

Assists with preventative and minor maintenance throughout the building.

Assists in the ordering and maintaining of custodial supplies and equipment.

Assists with setting up and taking down of furniture, equipment and materials for special events.

Conducts snow removal activities, shoveling and snow blowing.

Performs the essential functions of a custodian.

Create a positive relationship with the internal and external customer and ensure the interaction the customer has with the district is an efficient and satisfying experience.

Performs other duties as assigned.

Knowledge, Skills and Abilities

General knowledge of cleaning methods, materials and equipment used in building and boiler cleaning and maintenance; general knowledge of life safety procedures; general knowledge of the maintenance and storage of hazardous materials; general knowledge of painting equipment and supplies; general knowledge of pneumatic controls and thermostats; general knowledge of energy control systems and maintenance; general knowledge of school board policies and procedures as they relate to terms of employment; general skill using cleaning and snow removal equipment; some skill operating standard office software and peripheral equipment; general skill in the use of cleaning and maintenance tools and standard tools of the trade; ability to make arithmetic computations using whole numbers, fractions and decimals; ability to take written direction and perform work duties with little or no supervision or guidance; ability to read cleaning supply labels and requirements for handling; ability to be thorough and maintain cleanliness of a building; ability to establish and maintain effective working relationships with building staff, students, co-workers, tradesmen, associates and general public.

Education and Experience

High school diploma or GED and considerable experience working with boilers and building maintenance, or equivalent combination of education and experience.
Physical Requirements

This work requires the regular exertion of up to 25 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, speaking or hearing, using hands to finger, handle or feel, pushing or pulling and repetitive motions, frequently requires stooping, kneeling, crouching or crawling, reaching with hands and arms and lifting and occasionally requires sitting, climbing or balancing and tasting or smelling; work requires close vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arms length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires working near moving mechanical parts and exposure to outdoor weather conditions and occasionally requires wet, humid conditions (non-weather), working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock, exposure to vibration and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Boiler's license as required by the MN Dept of Labor for boiler at assigned building (2nd Class C or higher)
Valid driver's license in the State of Minnesota

Last Revised: 1/18/2017