

On-Call Custodian 2024/2025 Copper Mountain College

Direct Link: <https://www.AcademicKeys.com/r?job=243486>

Downloaded On: Nov. 10, 2024 10:20pm

Posted Aug. 21, 2024, set to expire Nov. 19, 2024

Job Title	On-Call Custodian 2024/2025
Department	Maintenance and Operations
Institution	Copper Mountain College Joshua Tree, California
Date Posted	Aug. 21, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Other Administrative Categories
Academic Field(s)	Facilities/Maintenance/Transportation
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Job Description

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On-Call Custodian 2024/2025

Salary: \$19.25 Hourly

Job Type: On Call

Department: Maintenance and Operations

Closing:

Location: Joshua Tree, CA

Job Number: 24/25OnCallCustodian

Position Description

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This position is posted as continuous in order to gain an adequate pool of qualified applicants.

Under general supervision of the Supervisor of Maintenance and Operations, perform custodial duties to maintain District buildings, facilities and adjacent grounds in a clean, orderly and secure condition. To perform related duties as assigned.

*Please make sure you attach your resume to your application packet.

**This is for an On-call position and you will only be working as needed.

Duties and Responsibilities

- Sweep, scrub, mop, strip, wax and burnish floors and vacuum rugs and carpets in classrooms, offices, workshops and other work areas; spot clean and shampoo carpets.
- Clean classrooms, restrooms, showers, shops, cafeteria, offices and related facilities as assigned; mop spills, using proper safety precautions and wearing protective gear when necessary; and remove gum and debris.
- Clean and disinfect drinking fountains, sinks, toilets, showers and urinals; fill dispensers with towels, soap, toilet paper and others items; clean mirrors, tile and windows; dust and polish furniture and woodwork.
- Wash windows and walls; clean chalkboards and erasers and empty pencil sharpeners.
- May be assigned other operational activities including painting and grounds work.
- Lock and unlock doors and gates as appropriate; maintain security of assigned areas according to established guidelines; turn alarm system on and off; turn lights on and off.
- Pick up paper, trash and debris around school grounds and in buildings; sweep and clean walkways and entrances; empty and clean trash and garbage cans; replace liners.
- Operate and maintain cleaning equipment such as vacuums, buffer, carpet cleaner and sweeper and utilize mops, brooms and other related equipment.
- Set up classes and events as required; move and arrange furniture and set up chairs, tables, bleachers and equipment for special events and activities.
- Assist with security during special events and activities.
- Drive from one facility to another to perform assigned custodial duties and safely transport cleaning supplies.
- Respond to emergency custodial calls.
- Order cleaning supplies.
- Maintain custodial log.
- Perform related duties as assigned.

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Qualifications

Education and Experience: Any combination equivalent to graduation from high school and one year experience performing custodian duties; preferably in a public service environment.

Licenses and Other Requirements:

- Valid California driver's license.
- Acceptable driving record and qualify for insurability by the District's insurance carrier.
- May be required to receive Hepatitis B vaccine.

Knowledge of: Basic methods, materials, tools and equipment used in custodial work and routine maintenance; proper methods of storing equipment, materials and supplies; proper lifting techniques.

Ability to: Perform routine custodial activities to maintain buildings and adjacent grounds areas in a clean, orderly and secure condition; use cleaning materials, equipment and methods according to pre-determined standards; learn proper procedures for the use of equipment and supplies used in custodial work; learn appropriate safety precautions and procedures; maintain tools and equipment in clean working order and provide proper security; observe and report need for maintenance and repair; understand and follow oral and written directions; meet schedules and time lines; establish and maintain cooperative and effective working relationships with others; communicate effectively with others both orally and in writing; move heavy furniture and equipment; climb ladders to replace lights; walk or stand for extended periods; bend at the waist, kneel or crouch; reach overhead, above the shoulders and horizontally.

Supplemental Information

- Lifting, pushing and pulling equipment weighing up to 85 pounds (floor buffer).
- Manual dexterity to operate cleaning equipment and manipulate objects.
- Walking, standing, stooping, kneeling, reaching above shoulders, and climbing stairs.
- Speech, vision and hearing to give and receive instructions and information.
- Freedom from allergies sufficient to perform duties.
- Drive to other work sites to perform custodial duties.
- Take care of equipment, materials and supplies.



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Equal Opportunity Statement

Copper Mountain College is committed to Equal Employment Opportunity for all persons and to provide educational and employment opportunities free from discrimination on the basis of ethnic group identification, gender identification, national origin, religion, age, veteran status, sex, race, color, ancestry, sexual orientation, or physical or mental disabilities, and other physical or verbal conduct. Inquiries regarding compliance and/or grievance procedures may be directed to the School District's Title IX Officer and/or Section 504/ADA Coordinator.

To apply, please visit <https://www.schooljobs.com/careers/cmccd/jobs/4564877/on-call-custodian-2024-2025>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Maintenance and Operations
Copper Mountain College