

**Sr. Custodian - Per Diem (5099C), Facilities Services -  
72274**

**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=244162>

Downloaded On: Nov. 21, 2024 12:08pm

Posted Sep. 3, 2024, set to expire Dec. 28, 2024

<b>Job Title</b>	Sr. Custodian - Per Diem (5099C), Facilities Services - 72274
<b>Department</b>	Facilities Services
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Sep. 3, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5589997">https://apptrkr.com/5589997</a>

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**Job Description**

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**About Berkeley**

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the

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transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](http://grow.berkeley.edu).

### **Departmental Overview**

Facilities Services works to continuously improve the campus in partnership with all members of the University community to ensure that classrooms, laboratories, and offices support teaching, learning and research. Through the efforts of over 400 dedicated staff members and serving over 10M building square feet and 1100 acres, Facilities Services includes the asset management program, custodial services, maintenance operations, engineering and technical services, environmental services, grounds operations, the Cal Zero Waste program. The primary responsibility of the Custodial Service Organization is to maintain the campus buildings at a clean and sanitary level. The Custodial staff members report directly to the Supervisor. The position is responsible for maintaining the appearance and cleanliness of specific areas using approved products, methods and frequencies which have been approved by the Custodial Supervisor and Manager

### **Job Summary**

The primary responsibility of the Custodial Service Organization is to maintain the campus buildings at a clean and sanitary level. The Custodial staff members report directly to the Supervisor. The position

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is responsible for maintaining the appearance and cleanliness of specific areas using approved products, methods and frequencies which have been approved by the Custodial Supervisor and Manager. The Per Diem Sr. Custodian is an on-call position providing coverage for absent employees and special events where more staffing is required.

## Responsibilities

### SENIOR CUSTODIAL DUTIES

- Provide quality customer service during each interaction with internal and external customers.
- In offices, lounges, student common areas, lobbies, laboratories, hallways, stairwells, walkways, outside steps, terraces, balconies, trash, kitchenettes, and other designated areas:
- Dust, wipe, and clean moldings, windowsills, handrails, door tracks, radiators, furniture, inside windows on all floors and outside windows on ground floor levels, and other designated areas.
- Sweep, mop, and clean floors and stairwells.
- Strip or scrub floors using buffers, auto scrubbers, and other designated equipment.
- Vacuum, sweep, shampoo, and spot-clean rugs, carpet and other materials.
- Clean, polish furniture.
- Clean kitchen appliances.
- Cleans and disinfects restrooms including toilets, urinals, sinks and fixtures.
- Restock paper products and soap and removes used products
- Clean and disinfect shower stalls; urinals and toilets; wash basins/sinks; mirrors, frames and shelves; painted and/or glass walls, partitions and doors; windows; locker fronts; ceiling, light covers and vents.
- Pick up trash and debris. Clean and empty wastebaskets and other receptacles.
- Performs all duties in accordance with university Zero Waste and Sustainability initiatives
- Dust, wipe, and clean moldings, windowsills, handrails, door tracks, radiators, furniture, inside windows on all floors and outside windows on ground floor levels, and other designated areas.
- Occasionally cleans up water and debris due to leaks and floods with wet pick up vacuums.
- Remove and transfer compost and recycling items to central location.
- Clear minor drain stoppages.
- Report damage and maintenance repair needs.
- Sweep outside buildings

### EVENT SET UP

- Set-ups: Move, set up and take down folding/stationary tables weighing up to 40 lbs.; arrange

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chairs and other furniture; clean rooms; follow check list for set-up

#### MAINTENANCE AND OPERATION OF EQUIPMENT

- Perform basic maintenance and safety inspections of custodial equipment including, but is not limited to: vacuum cleaners, buffers, pressure washing equipment, wet/dry vacuums, floor scrubbing and/or polishing machines.
- Set up, operate and dismantle a full range of cleaning equipment.

#### SECURITY

- Secures areas as required, such as entrance and office doors

#### SAFETY

- Adhere to all university and departmental safety guidelines.
- Attend job-related and safety training as required.

#### MISCELLANEOUS

- Perform other duties as assigned

#### Required Qualifications

- Knowledge of cleaning products and methods used to maintain different types of floor surfaces(tile, wood, cement, carpet).
- Knowledge of healthy and safe work practices, personal protective equipment (PPEs), and SDS sheets.
- Ability to lift up to 25 lb. and move up to 100 lb. Ability to learn and practice security procedures related to unlocking/locking/securing of buildings and keys.
- Basic English skills (reading, writing, listening, speaking), including ability to read documents, SDS and warning labels in English.
- Ability to comprehend technical and safety documentation and follow oral and written instructions related to the use of position-related equipment, tools, and the safe use of chemicals.

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- Ability to communicate clearly and convey information effectively in person, radio, etc.
- Ability to gain basic understanding/knowledge of University environment, mission, and operational needs.
- Ability to work with minimum of supervision in isolated areas, or in a building with heavy customer traffic.
- Basic skill to evaluate, trouble-shoot inquiries, establish priorities, follow plans and complete goals/objectives.
- Ability to maintain respectful, civil, professional, and customer-friendly behavior.
- Excellent customer service skills, which include ability to take customer requests in customer-friendly manner and follow through. Required
- Ability to work within a team environment.

**IIPP Statement:**

- Works in a safe and responsible manner while not putting self or others at risk. This includes complying with applicable policies and regulations; using personal safety gear; observing warning signs; learning about potential hazards; and reporting unsafe conditions.

**Preferred Qualifications**

- Six (6) months of experience working as a professional custodian.
- Custodial experience in a college/university, hotel, hospital or property management.

**Salary & Benefits**

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

- The budgeted salary or hourly range that the University reasonably expects to pay for this

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position is \$23.50, Step 1.0. This is a non-exempt, bi-weekly paid position.

- This is a variable, per-diem appointment.
- This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal Employees (AFSCME). The current bargaining agreement manual can be found at:
- <http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

### **How to Apply**

To apply, please submit your resume and cover letter.

### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### **Mandated Reporter**

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

### **Driving Required**

A valid driver's license and DMV check for driving record is required.

### **Physical Exam**

Employment is contingent upon passing a physical exam.

### **Other Information**

- This position is not eligible for visa sponsorship.
- This recruitment has 20 openings.



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### Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS.CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S)

### Contact Information

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

#### Contact

N/A

University of California, Berkeley

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