Title: Custodian  

Job Code: 30932

**JOB SUMMARY**

The Custodian is responsible for the custodial maintenance of assigned college buildings and facilities.

**MAJOR DUTIES**

- Maintains proper care of a technical college facilities;
- Provides care and routine maintenance of grounds;
- Clears storm drains and traps of debris;
- Performs a variety of duties related to the job, such as painting, replacing light bulbs, hanging curtains, moving furniture, setting up chairs, tables, lights and podiums for special events and college functions;
- Distributes and maintains materials, tools and equipment;
- Delivers and picks up mail.

**COMPETENCIES**

- Knowledge of custodial tools and methods
- Knowledge of safety guidelines
- Knowledge of college policies and procedures
- Skill in the use of cleaning tools and supplies

**MINIMUM QUALIFICATIONS**

No experience is required.

**PREFERRED QUALIFICATIONS**

Preferred qualifications may vary from location to location.