

**FALLBROOK UNION HIGH SCHOOL DISTRICT  
CUSTODIAN II/GROUNDSKEEPER  
Position Description**

**BASIC FUNCTION:**

Under general supervision of the Director of Facilities or Designee, performs grounds keeping and custodial duties of assigned building(s) or areas in a safe, clean, orderly manner. Performs other duties directly related to this job description.

**ESSENTIAL JOB FUNCTIONS:** Duties may include but are not limited to the following:

**Custodian:**

- Clean district facilities such as: classrooms, restrooms, modular buildings, laboratories, showers, locker rooms, shops, cafeteria, snack bars, gymnasium, offices, performing arts center, and other locations.
- Perform tasks such as sweeping, mopping, waxing and sealing floors; vacuuming rugs, carpets and tile flooring.
- Dusts, polishes, and washes and clean furniture, equipment, walls, white boards, mirrors, windows, etc.
- Clean and sanitize plumbing fixtures such as toilets, urinals, sinks, showers, drains, etc.; service paper and soap dispensers; clean and sanitize drinking fountains.
- Empties and cleans waste receptacles, trash cans, and pencil sharpeners.
- Moves, arranges and sets-up furniture and equipment for sporting and/or special events and meetings.
- Turn out lights and secure area by locking doors, windows and gates; replace light bulbs.
- Operate various equipment including ladders, vacuums, floor scrubbers, power washers, extraction machines, buffers, restroom cleaning machines, carpet cleaning machines and related equipment to include a variety of hand and power tools in the performance of assigned tasks.
- Use, store, and properly dispose of chemicals, solvents and fluids, some of which may be considered toxic and require special handling. Read, understand and follow related material safety data sheets (MSDS).
- Sweeps and scrubs sidewalks, walkways and other exterior hard surface areas; pick up papers and trash for proper disposal.
- Participate in emergency response activities as necessary.
- Comply with energy management procedures.

**Grounds:**

- Operate, maintain, service, and perform minor repairs on motorized equipment and shop tools used in connection with grounds maintenance and gardening.
- Plant, mow, fertilize seed, aerate, and water lawns, turf and athletic fields.
- Plant, cultivate, fertilize, water, and prune shrubs, trees, and flowerbeds.
- Control weeds and brush as needed with appropriate equipment and materials (may be required to handle herbicides and other types of chemicals).
- Assist other groundskeepers to install, maintain and perform repairs of the irrigation system.
- Install, maintain and perform minor repairs to the storm drains and drainage systems.
- Assist in the lay-out, set-up, maintaining and breakdown at the athletic fields, gymnasium, BBPAC, and other facilities for the athletics and/or special events.

- Assist in the set-up and breakdown of necessary equipment for student activities, rallies, assemblies, and related activities.
- Pick up, remove and dispose of trash, leaves and debris from school grounds, gymnasium and athletic facilities.
- May be assigned to participate on weekend and/or holiday events to clean-up, set-up, break-down scheduled events and other types of activities on the campus.
- May be called upon to assist cafeteria staff with the unloading and/or storage of food commodities, as needed.
- Must be able to safely operate various-types of electric carts, gasoline vehicles, and diesel powered equipment in the performance his/her duties.

#### QUALIFICATIONS:

**Knowledge of:** Custodial and grounds cleaning methods and procedures; handling and use of chemicals; care and use of custodial and grounds equipment used in the performance of work; safety and sanitation precautions and procedures; fire, earthquake, and evacuation procedures; location of natural gas and water shut-offs valves.

**Ability to:** Comprehend written and oral instruction in the English language; understand and calculate proportioning instructions on cleaning product labels; follow health and safety requirements concerning proper work practices and procedures; understand and maintain schedules assuring regular cleaning of assigned areas; operate electric drill, use hand tools for installation, repair, or replacement of miscellaneous equipment or dispensers; maintain effective working relationships with staff, school community and the public.

**Experience and Education Required:** Any combination of education and work experience equivalent to the 12th grade. Previous experience in the custodial and grounds trades preferred. Must possess a valid California Motor Vehicle Operator's License.

**Physical Requirements:** Ability to see and read, with or without visual aids; ability to hear and understand speech at normal levels; ability to communicate so others will clearly understand normal conversation; standing and walking for extended periods; bending at the waist, pushing, pulling, carrying, twisting/turning; ability to lift up to 50 pounds; ability to climb ladders; dexterity of hands and fingers to operate powered grounds and cleaning equipment.

#### WORK ENVIROMENT:

Indoor and outdoor environments; seasonal heat and cold and/or adverse weather conditions; subject to evening or variable hours; exposure to chemicals and fumes such as solvents, cleaning compounds, waxes, strippers, polish, and loud noises, etc.

**Supervisor:** Director of Facilities or Designee  
**Work Year:** 12 months/8 hours per day  
**Salary Range:** 13

**Overtime:** Non-exempt

*Revised & Board Approved 4-7-2014*