

CUSTODIAN

POSITION:

Perform routine building and surrounding area cleaning and maintenance tasks; under direction of the Airport Superintendent, Shift Supervisor, and/or other Airport Management personnel. Does related custodial work and performs other duties as assigned or required.

RESPONSIBILITIES

- This is repetitive manual work requiring efficient performance of building cleaning and maintenance duties.
- An employee in this position works under general supervision on routine recurring assignments, receiving specific instructions on each new or unusual assignment; assures compliance with all applicable rules and regulations, including all safety and security rules.
- Work is reviewed periodically by the Superintendent or Assistant Superintendent, or work can be monitored by FAA according to their service agreement.
- Sweeps, mops, and waxes floors; washes windows, walls, woodwork, ceilings, tubs, bowls, and polishes furniture and fixtures.
- Dusts woodwork, furniture, and other articles, collects paper and rubbish, mows lawn, cultivates trees and shrubs, and performs a variety of other ground tasks.
- Plows, sweeps, cleans and removes snow, ice, and other obstructions from all Airport areas including walkways, runways, taxiways, parking lots, roads, and grounds; makes minor repair to buildings, building equipment, and furniture.
- Performs miscellaneous errands, repairs plumbing fixtures, and executes minor carpentry and electrical repairs, and painting.
- Acts as a member of the Airport Rescue and Fire Fighting (ARFF) Force.
- Files reports required by Management.
- Performs other work as required.
- Assists Maintenance position personnel as needed to complete assigned projects.

QUALIFICATIONS

This position requires a good knowledge of building cleaning practices, supplies and equipment, and ability to use them economically and efficiently; ability to understand and follow oral and written directions; mechanical aptitude; willingness to perform janitorial tasks; thoroughness; dependability; good physical condition. Must successfully complete airport ARFF training which includes a minimum of 40 hours of first aid training meeting FAA standards.

Minimum high school diploma or equivalent combination of education and experience.

PHYSICAL REQUIREMENTS

- Position will require the ability to frequently reach, stand, walk, bend, twist, grasp, sit, talk, hear, see, climb and perform repetitive motions.
- Position will require the ability to lift and carry items up to 50 pounds, and push/pull items weighing up to 75 pounds.
- Position requires incumbent to be physically capable of completing required ARFF training and serving on the Airport ARFF Force.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time-to-time, as needed.

Additional Information:

HR Use Only	
Management? (Yes/No)	NO
Exempt status	NO
Last revised	1-24-2017

Employee Signature:

Name: _____

Date: _____