

GAINESVILLE HOUSING AUTHORITY

Job Description

CUSTODIAL WORKER

GENERAL DESCRIPTION:

Routine manual work in the cleaning and upkeep of the building complex. Work is performed under the general supervision.

ESSENTIAL JOB FUNCTIONS:

1. Empties trash cans. Keeps grounds clean of trash.
2. Cleans restrooms.
3. Sweeps, mops, buffs, and waxes floors. Vacuums offices and floors.
4. Performs minor unskilled maintenance work. Changes light bulbs.
5. Moves furniture and dust.
6. Orders cleaning supplies.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

MINIMUM ACCEPTABLE QUALIFICATIONS:

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of cleaning fluids and chemicals.
- Ability to prioritize tasks at hand.
- Ability to perform manual labor.
- Ability to work alone.
- Skill in using simple hand tools.

EDUCATION AND EXPERIENCE:

Graduation from high school or possession of an acceptable equivalency diploma.

(A comparable amount of training, education, or experience may be substituted for the above minimum qualifications.)

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

None

ESSENTIAL PHYSICAL SKILLS:

- Acceptable vision (with or without corrections).
- Acceptable hearing (with or without hearing aids).
- Ability to communicate both orally and in writing.
- Moderate (15 60 44 pounds) lifting and carrying.
- Pulling, pushing, balancing.
- Walking, standing, kneeling, bending, stooping.

ENVIRONMENTAL CONDITIONS:

- Works outside and outside with: chemicals, solvents, oils, and moving objects.

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)