

## **CUSTODIAN JOB DESCRIPTION**

### **PRIMARY DUTIES REQUIRED FOR THIS POSITION:**

Report to a Custodian Lead who is responsible for the direction of housekeeping services in the facility.

Clean and sanitize restrooms/bathrooms using established practices and procedure.

Clean, dust, and wipe furniture; sweep, mop, or vacuum floors; empty/clean wastebaskets and trash containers.

Refill restroom dispensers.

Assist with the setup of facilities for meetings, classrooms, conferences, events, etc.

Call in work orders.

Assist in the instruction and supervision of student help.

Safely operate all vehicles and other job related equipment.

Support and enforce all policies, university and government such as One Call, OSHA/WISHA rules.

Attend to emergencies when necessary.

Attend safety meetings and other related meetings.

Handle recycling materials.

### **Qualifications**

High School diploma or GED equivalent.

Good speaking and writing skills.

Must be able to lift heavy objects, bend, stoop. This should require average physical strength.

### **TO APPLY:**

Please send by email to [lgoins@stillman.edu](mailto:lgoins@stillman.edu) completed Stillman Employment Application (available for download at "About Us")

<http://www.stillman.edu/images/documents/application.pdf>