

CLEANER/GROUNDSKEEPER II

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving responsibility for both the efficient and economical performance of cleaning and minor maintenance tasks for school buildings and grounds, but also requires physical endurance and a willingness to perform manual tasks. Work is performed under general supervision of higher level groundskeeping or maintenance staff. The incumbent of this position actively participates in cleaning and maintenance operations, while providing leadership to lower level groundkeepers or cleaners. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Cleans interior sections of buildings, including but not limited to classrooms, cafeterias, offices, bathrooms, hallways, storerooms, boiler rooms;

Dusts chairs, tables, and other furniture;

Washes windows, walls, woodwork, blackboards, sinks and other fixtures;

Replaces light bulbs, and assists with minor repairs;

Sweeps, mops, and waxes floors;

Gathers and disposes of refuse, replaces paper towels, and toilet tissue;

Mows lawns and cares for flowerbeds, walks, and driveways;

Rakes leaves, and trims shrubs, cleans catch basins;

Marks and maintains athletic fields, tracks, courts, etc.;

Maintains athletic fields and tracks, sets up and removes bleachers;

Shovels snow and blows snow;

Performs minor maintenance on mechanical equipment such as mowers, sanders, etc.;

May operate excavation equipment such as backhoe and bulldozer;

May operate trucks to plow snow and sand parking lots;

May be required to operate a school bus on occasion;

Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Working knowledge of building cleaning principles and practices, materials and equipment; knowledge of the accepted procedures and practices of ground maintenance work; ability to follow simple verbal and written instructions; ability to make minor mechanical repairs; willingness to perform manual work; dependability.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a comparable diploma and one (1) year of experience in general building and/or facilities cleaning or maintenance work.

SPECIAL REQUIREMENTS:

1. Eligibility for the appropriate level New York State Drivers License at the time of application; possession of the appropriate level New York State Drivers License at time of appointment.
2. Depending upon assignment, candidates may be required at the time of appointment to be at least twenty-one (21) years of age and to meet the requirements set forth in the Rules and Regulations of the New York State Commissioners of Education and Motor Vehicles.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.