

DLA Maintenance Job Description

Part-time position- 15 hours a week, after school hours

The DLA General Maintenance/Custodian is responsible for maintaining the school building and ensuring the grounds are free from debris. General maintenance tasks may be required as they align with the skill-set of the candidate. The General Maintenance/Custodian reports to school administrator.

Qualifications

- Custodial experience desired
- Desire to continue career improvement
- Ability to read chemical labels
- Ability to initiate and complete work order.
- Safe environment trained

Physical Requirements/Environmental Conditions:

- Requires prolonged sitting or standing.
- Requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials, up to 50 pounds.
- Requires stooping, kneeling, crawling, bending, turning, and reaching.
- Requires climbing and balancing.
- Must work indoors and outdoors year-round..
- Must work in and around dust, fumes, and odors.
- Must be able to work in high places.

General Responsibilities:

- Assist in maintaining school buildings and grounds in top condition.
- Assist in promoting the safety, health, and comfort of students and employees in school buildings and grounds.
- Maintain a high standard of safety, cleanliness, and efficiency in all maintenance and repair projects.
- Custodial duties include replenishing stock in bathrooms, cleaning restrooms, cleaning and sanitizing drinking fountains, gathering and emptying trash, sweeping, mopping, vacuuming, monitoring building safety and security and dusting.
- Perform basic maintenance and repairs as suited to your talent.
- Move equipment and materials within school building.
- Observe OCSC policies at all times.
- Be up-to-date of new information, innovative ideas and techniques.
- Adhere to all district health and safety policies, including all precautions of the Bloodborne Pathogens Exposure Control Plan.
- Maintains inventory of supplies and requests orders as needed.
- Other duties as assigned by the Administrative Staff.