



Savannah State University Position Description – Custodian I (Residential Services)

POSITION DESCRIPTION

Position Title: Custodian I – Residential Services FLSA Status: Non-Exempt
Reports to: Custodial Supervisor
Division: Residential Services
Date Prepared: July, 2011

BASIC FUNCTION

This position is accountable for ensuring that a clean work environment is maintained in the assigned building and for assisting in the cleaning of other buildings on campus as the need may arise.

NATURE & SCOPE

Reporting to the Custodial Supervisor, this position is assigned the accountability for an individual building or buildings to maintain from a cleanliness maintenance standpoint.

This position at various times will be required to perform a number of cleaning related tasks such as buffing and waxing floors, cleaning carpet, dusting and general housekeeping.

The incumbent can generally set the pace for the work, but must complete tasks on schedule.

This position requires incumbents to work in varying environments and work with various cleaning agents.

PRINCIPLE ACCOUNTABILITES

- Ensures a clean work environment in the assigned building of accountability
- Assists other members of the team, if needed, on environmental issues in other locations on campus
- Ensures that a safe environment is maintained while cleaning.

SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED

This position requires some high school or equivalent.