

CLEANER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring efficient performance of simple building cleaning tasks. The responsibility of an employee in this class involves only the thorough execution of tasks following a well-established routine. Supervision is received from a custodian or other superior. Does related work as required.

TYPICAL WORK ACTIVITIES:

Mops and sweeps floors, stairs and hallways;
Dusts desks, woodwork, furniture and other equipment;
Collects and disposes of trash and garbage and empties waste baskets;
Takes soiled linens to the laundry;
Delivers mail, packages and supplies;
Washes blackboards, sinks and other fixtures;
Washes drapes and curtains and cleans venetian blinds.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of building cleaning methods, procedures and equipment; ability to understand and follow simple oral and written directions; willingness to perform routine cleaning and other manual tasks; ability to get along well with others; thoroughness; dependability; physical condition commensurate with demands of the job.

MINIMUM QUALIFICATIONS: None

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