

Custodial Technician (Vernon): Duties and Responsibilities:

The Custodial Technician is responsible to the Supervisor of Custodians. **This is a security-sensitive position and is subject to a criminal history record. (Texas Government Code 411.094 & Texas Education Code 51.215)**

Specific duties include:

1. To perform activities as necessary to maintain buildings in a clean, orderly, and comfortable condition.
2. To assume primary responsibility for maintaining cleanliness of assigned areas.
3. To maintain and utilize all conventional custodial equipment and tools necessary to performing custodial tasks.
4. To be responsible for informing the Supervisor of Custodians of any supplies or equipment needs necessary to perform the assigned duties.
5. To inform the Supervisor of Custodians of any special physical needs of the areas assigned.
6. To notify the proper authorities of security violations.
7. To maintain the cleanliness of all entrance and exits to buildings.
8. To assist in removing snow from walkways, entrances, and exits during winter months.
9. To assist in the general maintenance and operation of all areas of the physical plant.
10. To be able to lift a minimum of 30 pounds.
11. To be able to operate electrical machines used in routine custodial duties such as vacuum cleaners, strippers, and buffers.
12. To assume special responsibilities on assignment by the Supervisor of Custodians and/or the Director of Physical Plant.

Revised: 1/92, 9/98, 12/98, 12/04, 03/21