

CALAVERAS UNIFIED SCHOOL DISTRICT
3304-B Highway 12 – P.O. Box 788
San Andreas, CA 95249
(209) 754-3504

JOB TITLE: Maintenance-Sanitarian
WORK YEAR: 260-day

JOB DESCRIPTION: Under the direction of the principal/maintenance supervisor, will have the responsibility for the supervision of the custodial staff. Will monitor and adjust the school's waste treatment plant, do maintenance/grounds work as require, and perform related duties as assigned.

ESSENTIAL JOB TASKS:

1. Plans, organizes, coordinates, and supervises the work of custodians.
2. Assigns regular work schedules and assumes responsibilities for the cleanliness and safe condition of the buildings.
3. Trains and instructs custodians in the performance of their duties.
4. Supervises and checks the cleaning of rooms, restrooms, halls, fixtures, etc.
5. Maintain and operate sanitary systems to specifications and state regulations for waste treatment plant.
6. Check buildings, machinery and stationary equipment to locate conditions indicating the need for maintenance and repair work.
7. Inspect boilers and furnaces, adjusting water level controls, valves and switches as necessary.
8. Services equipment by oiling, greasing, packing and cleaning as required.
9. Performs electrical repair work.

KNOWLEDGE/SKILLS/ABILITIES:

1. Knowledge of:
 - *Sanitation systems and State regulations.
 - *A wide variety of tools, materials and standard practices most commonly used in the repair and maintenance of large public buildings.
 - *Plumbing and electrical work.
 - *Modern methods of cleaning and preserving floors, walls and fixtures.
 - *Cleaning materials, disinfectants and equipment used in custodial work.
 - *Quantities of materials used in custodial work.
2. Ability to:
 - *Work positively and cooperatively with students, staff and parents.
 - *Perform skillfully a wide variety of maintenance and repair activities.
 - *Work from sketches, drawings and blueprints.
 - *Carry out oral and written instructions.
 - *Supervise custodial staff and student work crew.
3. A High School Diploma or equivalent.
4. Training toward certification as a sanitarian is desired.
5. A Valid Class C Driver's License is required.

6. One year on the job training and study of waste treatment plant operation.
7. Two years of responsible custodial experience involving the skilled repair and maintenance of building equipment and machinery.

SALARY: Placement on CSEA Salary Schedule, Range I

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.), and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.