Student Employee Job Description—Crew Worker

Title: Custodial Crew Worker (Line)

Pay Level: Level 1, minimum wage

Department: Physical Plant

Responsible to: Building Services Supervisor or Student crew leader

Primary Responsibilities

- Empty trash and reinstall liners if necessary in classrooms and/or public areas.
- Clean chalk trays.
- Dust all horizontal surfaces.
- Pick up paper clips, paper, pencils, etc from the floor.
- Daily vacuum, sweep, and mop designated areas.
- Reposition furniture correctly after vacuuming.
- Inspect stairs and vacuum stairwells.
- Spray clean glass and polish brass.
- Clean and disinfect contact points in public areas.
- Empty trash and reinstall liners if necessary.
- Collect and haul trash to designated area.
- Refill toilet paper and paper towel dispensers.
- Empty trash in restrooms.
- Clean and disinfect all fixtures and clean mirrors.
- Spot clean partition doors and walls.
- Sweep, vacuum, and/or mop tile floors.
- Other duties as assigned.

Necessary Skills, Abilities, & Qualifications

- Ability to follow instructions, protocols, and procedures
- Desire to work
- Dependability
- Trustworthiness
Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work in this position requires exposure to potentially hazardous or unpleasant conditions and/or physical effort of some duration. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1) Walking or standing
2) Lifting and/or carrying objects weighing 5-20 lbs.
3) Working in an area that is very unpleasant because of extreme temperatures, noise levels, odors, or other.