

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 6734

TITLE: CUSTODIAN II

GRADE: S-08

DEFINITION:

Under general supervision, cleans and maintains offices, halls, classrooms and similar areas in a County building; secures the building upon closing; acts for the supervising custodian when necessary; and performs related work as required.

ILLUSTRATIVE DUTIES:

Bufs, sweeps and damp mops floors;
Washes windows, fixtures, floors and walls;
Dusts furniture, lockers, cabinets, walls, window sills, radiators and other furnishings;
Dusts and washes venetian blinds;
Strips wax from floors, rewaxes and buffs;
Empties trash receptacles;
Makes daily checks of boiler and cleans fire tubes at regular intervals;
Checks all door locks and window latches in securing the building upon closing;
Supervises and reviews the work of a small group of assistant custodians in the absence of the supervisor.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the methods, materials and equipment used in custodial work;
Knowledge of the operation of various parts of heating equipment;
Ability to supervise the work of a small group of custodial subordinates;
Ability to observe and report needs for maintenance and supplies;
Ability to carry out written and oral instructions;
Ability to get along well with students, officials and the general public.

EMPLOYMENT STANDARDS:

Completion of the eighth grade, with one year of successful experience in public building custodial work.

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