



# Part Time Custodian Job Description

Brockport Auxiliary Service Corporation at the State University of New York College at Brockport is recruiting for the following position and invites applications from interested individuals.

<b>Job Title:</b> Custodian	<b>Reports to:</b> Immediate Unit Manager
<b>Unit:</b> Harrison <b>Salary Grade:</b> \$8.11-\$8.88	<b>Schedule:</b> Varies

### Job Summary

To perform a large variety (at moderate difficulty level) of maintenance activities in various BASC locations. These include but are not limited to preventative work and repair work.

### Work Performed

- Cleans appropriate areas and equipment ( i.e., sweeps, vacuums, mops, waxes, etc.)
- Empties waste receptacles
- Keeps inventory of cleaning material and supplies and orders appropriate replacements
- Reports shortages
- Arranges furniture
- Sanitizes facilities
- Supervises student employees
- Launders aprons, uniforms, linens, sheets, etc.
- Maintains cleaning supply storage area
- Assists with training/supervising
- Other related duties as assigned by management

### Job Specifications:

The position is very physical as such:

- Ability to stand for prolonged periods of time – all day if necessary.
- Dependability
- Punctuality
- Cleanliness
- Neatness
- Good physical condition
- Accuracy in the performance of basic math skills
- Ability to get along well with others
- Ability to supervise
- A solid understanding of storage, sanitation and safety procedures
- Ability to operate appropriate equipment

- Specialized cleaning product knowledge

While performing the duties of this Job, the employee is:

- Regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; talk or hear.
- Frequently required to stoop, kneel, crouch, or crawl.
- Occasionally required to climb or balance.
- Must regularly lift and /or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Vision requirements pertain to the ability to read/distinguish chemicals names, read safety signs from a distance, distinguish colors, and assemble equipment.
- The work environment is regularly indoor and climate controlled but occasionally non-climate controlled.
- The employee is regularly exposed to wet and/or humid conditions; moving mechanical parts and fumes or airborne particles; occasionally exposed to high, precarious places; toxic or caustic chemicals; outside weather conditions; extreme cold and extreme heat.
- The noise level in the work environment is usually loud due to dish machine, cleaning equipment, kitchen equipment, pot and pans, fans, etc.

**Qualifications:**

- High School diploma or equivalent and two years of related experience, OR
- Three years of experience in related activities
- Serv-Safe Certified

**Date Posted:** 12/9/11

Applications will continue to be accepted until the position is filled.

**Apply to:**

BASC at The College at Brockport  
 Human Resource Office – Brockway Hall  
 350 New Campus Drive  
 Brockport, NY 14420

**Electronic submissions may be sent to:**

bascjobs@brockport.edu

\*Attachments must be in Microsoft Word, rich text format, or PDF file.

**Contact Information:**

**Phone:** (585) 395-2752

**Fax:** (585) 395-2663