

Department: In all Civil Divisions
Classification: Labor
Grade: 3

SPEC DISK H1
DOCUMENT 49

CLEANER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for performing routine manual work requiring efficient performance of building cleaning tasks. The responsibility of an employee in this class involves the thorough execution of tasks following a well established procedure. The work is performed under general supervision. The incumbent does related work as required.

Note: *In compliance with OSHA, this position has a potential risk of exposure to bloodborne pathogens (blood/body fluids).*

TYPICAL WORK ACTIVITIES: *(Illustrative only)*

Cleans assigned areas, furnishings and fixtures according to established procedures;
Sweeps, vacuums and washes floors, stairs, hallways and restrooms;
Dusts desks, woodwork, furniture and other equipment;
Cleans venetian blinds, mirrors, bathroom fixtures, windows;
Washes blackboards, sinks and other fixtures;
Strips and refinishes floors;
Reports structural and equipment wear, defects and malfunctions to supervisor;
Removes waste and trash and disposes of it into incinerator room;
Performs emergency housekeeping where accidents occur;
Maintains equipment used in performance of duties.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of building cleaning methods, procedures and equipment; ability to understand and follow simple oral and written directions; willingness to perform routine cleaning and other manual tasks; ability to get along well with others; thoroughness; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None are required.

Amended: 9/24/92