

Middle / High School

Custodian - Work schedule and area is for normal routine cleaning. There are many unforeseen duties during the normal shift that cannot be listed.

Hours - Monday thru Friday 7:00 – 4: 00

7:00 – 7:30 Police the grounds assigned.

7:30 – 8:00 Pull assigned corridor, clean entrance door glass, vacuum entrance mats and clean water fountains.

8:00 – 9:00 Clean assigned restrooms – restock, empty trash, clean mirrors, sinks, commodes, urinals, walls, partitions, sweep and mop floor.

9:00 – 10:00 Clean locker room, weight room and restrooms in the gym along with the coach's offices.

10:00 – 10:30 Pull corridor as listed above.

10:30 -11:00 Perform minor maintenance needed.

11:00 – 12:00 **LUNCH**

12:00 – 1:00 Clean restrooms as listed above.

1:00 – 1:30 Pull corridors as listed above.

1:30 -3:30 clean locker room, weight room and restrooms as listed above. And clean classrooms 401 thru 405.Clean hall restroom.

3:30- 4:00 Pull corridors as listed above.

NOTE

- Dust mops clean at end of shift and retreated.
- Clean and restore all cleaning equipment in proper place.
- Keep paper products, soaps in the restrooms at all times.
- Take care of minor maintenance.
- **Monday, Wednesday and Friday's DUST classrooms.**