

# Anoka Hennepin Independent School District #11

## Job Title: Custodian

---

### Job Summary

- Under the direction of the Building Supervisor, this position is responsible for the cleanliness and orderliness of school premises including, but not limited to classrooms, offices, restrooms, locker rooms, and all common areas, corridors, hallways, stairways, and entryways.
  - Other duties as assigned by the Building Supervisor.
- 

### Key Responsibilities

- Clean and maintain designated areas including dusting, mopping, vacuuming, and sanitizing surfaces.
  - Utilize various cleaning equipment, including vacuums, auto scrubbers, and floor restoration equipment. Ensure that all equipment is used safely and is properly maintained.
  - Assist the Building Supervisor with other tasks as needed which may include minor repairs, setting up school events and activities, or helping with inventory management.
  - Care for outdoor areas including landscaping, trash removal, and snow removal as directed by the Building Supervisor. Ensure the exterior of the building is presentable and safe for use.
  - Assist with cleaning during and after the lunch program.
  - Adhere to all safety guidelines and procedures to ensure a safe working environment for yourself and others.
  - Identify and report any maintenance or safety issues promptly to the Building Supervisor.
  - Other duties as assigned by the Building Supervisor.
- 

### Qualifications

- Minimum of 18 years of age.
  - Ability to maintain regular attendance, which includes completing an assigned day.
  - Have knowledge of standard cleaning methods and procedures and be able to use cleaning equipment safely and efficiently.
- 

### Physical Requirements and Work Environment

- While performing the duties of this job, must be able to lift a minimum of 70 pounds.
- Occasional to Frequent: lifting, pulling, pushing, and carrying materials weighing up to 50 pounds.
- Frequent to Constant: lifting, pulling, pushing, and carrying materials weighing up to 25 pounds. Must be physically working in the building/on site.