
Position:	Locker Room Attendant	FLSA:	Non-Exempt
Department/Site:	Custodial Services	Salary Grade:	11
Reports to/Evaluated by:	Plant Supervisor II, III or IV	Salary Schedule:	Operations

SUMMARY

Performs a variety of work in the custodial maintenance of a girl’s locker room at a school facility.

NATURE AND SCOPE

Under supervision of School Supervisor, utilizes any of the custodial equipment authorized and available to perform assignments of a regular and recurring nature proficiently and independently. Work is normally assigned to the girl’s locker room and the adjacent physical education areas. Work is normally performed in accordance with established and well-known policies, practices and procedures. Supervisor checks progress of work and provides instruction on accomplishing work involving unusual products or the use of unfamiliar equipment. Has frequent routine contact with students and faculty in the physical education area and co-workers.

DISTINGUISHING CHARACTERISTICS

This position is at the same level as a Custodian I, requiring some prior experience but no formal training. Advancement to Custodial Utility Worker, Custodian II, Athletic Equipment Attendant, etc. or higher positions will require additional time on the job combined with a high school diploma, expanded duties and specialized training.

ESSENTIAL TYPES OF DUTIES (Examples)

- Maintains locker room, showers, restrooms, offices and other assigned areas in a clean and sanitary condition. Sweeps and mops floors, cleans mirrors and washes basing.
- Empties and cleans waste receptacles. Refills dispensers and collects from receptacles. Scrubs, washes and disinfects shower in locker room.
- Counts, issues and maintains towels used by students. Maintains inventory of needed supplies. Washes towels and gym suits. Changes combinations on locker locks.
- Scrubs, mops, waxes, seals and polishes floors. Vacuums floors, carpets and rugs. Performs other custodial maintenance duties as needed.
- Cleans and maintains outdoor physical education areas. Ensures that facilities are locked securely when assigned schedule is completed.
- Sets up equipment for athletic events and other school events. Assists in preparing for and cleaning after school sponsored student activities in the physical education facilities.
- May be assigned to clean cafeteria and other classrooms as needed.

QUALIFICATIONS

Knowledge and Skills: Requires a general knowledge of the methods, materials, tools and equipment used in custodial care and routine facilities maintenance. Requires a thorough knowledge of the of the assigned work area. Must have a good knowledge of work hazards and safety procedures. Requires some knowledge of chemical reactions.

Abilities: Must be able to perform all of the essential duties of the position with limited supervision. Must be able to maintain tools and equipment in a working condition. Requires the ability to perform routine maintenance tasks and to be able to determine when to refer more complex maintenance requirements to a supervisor. Must be able to communicate effectively, both orally and in writing. Must be able to follow oral and written directions. Must be able to communicate with students and staff in a manner that reflects positively on the department. Requires the ability to bend, twist, kneel and stoop. Job duties require repetitive arm and shoulder motions with moderate exertion. May lift light to medium weight materials or equipment up to 50 pounds. Requires visual acuity to read safety materials.

Education and/or Experience: High school diploma or equivalent required. Reading and writing skills sufficient to perform duties and read and understand MSDS sheets required. Prior custodial experience preferred.

Licenses or Certificates: Requires valid California Driver's License.