

JANITOR II

DEFINITION

Under supervision, performs a range of cleaning and maintenance duties in keeping county facilities clean and operational; acts as a lead or independent worker; and does related work as required.

EXAMPLES OF DUTIES

Performs basic cleaning procedures including trash removal, cleaning waste receptacles, dusting, window and wall washing, furniture cleaning, dust mopping, wet mopping, vacuuming, and restroom cleaning in offices, meeting rooms, reception areas, and other county facilities as assigned; performs complex cleaning procedures including stripping, sealing, waxing, buffing corridors, various levels of carpet cleaning, and project cleaning as assigned; operates power equipment such as floor machines, automatic scrubber, carpet extractor; may act as leader of a cleaning crew seeing that work is properly accomplished; performs security procedures; maintains outside building entrances, surrounding walks and grounds, including cutting grass and trimming shrubbery; assists with snow removal; assists in moving furniture and loading and unloading freight up to 100 lbs; may clean shop and industrial areas; may perform mechanical and electrical maintenance and repairs such as replacing starters, tubes and ballasts in electrical fixtures; may oil and grease motors; may clean clogged plumbing lines and check operation of mechanical equipment.

EMPLOYMENT STANDARDS

Education and Experience: Ability to read and write. Any combination equivalent to two years of experience in building maintenance and cleaning operations.

Knowledges and Abilities: Knowledge of the methods, materials and equipment used in cleaning operations; physical ability to operate power cleaning equipment; ability to understand and carry out oral and written directions; ability to work well with others; ability to perform mechanical and electrical maintenance and repairs; ability to take the responsibility for building cleanliness on a shift and to work independently; knowledge of occupational hazards and safety precautions; must be able to lift up to fifty (50) pounds unassisted and heavier loads with assistance.

Special Requirements: Access to personal transportation and a valid Wisconsin driver's license (or eligibility for) may be required as well as availability for work at any time and any work location.