



## Recreation Department **Custodian**

Mayor Pamela Bobst

Reports To:	Rec. Fac. Coordinator and/or Asst. Director	Salary:	\$8.70 - \$12.00 per hour
Shift:	5:00 A.M. to 11:00 P.M. Sunday through Sat. Evenings and Weekends may be needed Up to 29 hours a week	FLSA Status:	Exempt

### **Position Overview:**

Under general direction of the Recreation Facilities Coordinator or Assistant Director of Recreation, the part-time Custodian maintains the cleanliness of the Don Umerley Civic Center and/or Hamilton Ice Arena including but not limited to restrooms, locker rooms, floors, windows and equipment. Other responsibilities include light building and equipment maintenance as well as set-up and tear-down for programs, meetings and events. May assist other staff in various projects, maintenance and operation of equipment and systems as needed. The Custodian uses standard cleaning equipment and supplies including, but not limited to, vacuums, mops, ladders and professional grade scrubbers. The Custodian will be required to work with potentially hazardous materials including, but not limited to, solvents, sanitizing agents, cleaners, acids and lubricants. The custodian uses standard landscaping tools including, but not limited to, mowers, trimmers, blowers (snow and leaf), shovels, picks and diggers. The Custodian also uses basic repair tools, maintenance and power hand tools. May also use walkie-talkie communication device. The work is performed in a variety of environments including a typical office environment as well as an indoor ice arena, aquatic facility, gymnasium, fitness center, track and also outdoors in adverse weather conditions. The Custodian is also exposed to cleaning chemicals (including acids), pool chemicals, lubricants and solvents that may emit unpleasant and/or hazardous odors and fumes. The Custodian may be required to work on elevated equipment.

### **Duties:**

#### **1. General Facility Maintenance**

**80%**

- Cleans restrooms, locker rooms, pool areas, fitness areas, meeting rooms, child and teen rooms, aerobics rooms, lobbies, halls and offices
- Operates standard cleaning equipment and supplies including, but not limited to, vacuums, carpet scrubbers, mops and ladders
- Cleans windows
- Operates ladders and hydraulic lifts
- Replaces light bulbs throughout facilities.
- Sanitizes restrooms and locker rooms
- Cleans specialized areas (gymnasium floor, ice arena, pool areas, etc.) using appropriate materials and machinery\*
- Maintains the exterior of the building
- Plants and maintains flowers, shrubs etc.
- Operates mowers and other manual and/or power landscaping equipment
- Clears sidewalks and other pedestrian areas of snow, ice, debris, and other potential hazards

- Operates snow blowers/leaf blowers
- Collects refuse from interior and exterior waste receptacles and properly disposes of same or recycles
- Arranges tables, chairs and other equipment for various programs, meetings and athletic activities
- Performs painting and light building maintenance as needed.
- Reports necessary repairs to supervisor
- Performs other related duties as assigned

**2. Equipment Maintenance** **15%**

- Cleans and sanitizes athletic, exercise, rink and pool equipment
- Performs other related duties as assigned

**3. Inventory Control** **5%**

- Recommends purchase of cleaning and maintenance supplies to supervisor
- Stocks and inventories cleaning and maintenance supplies as directed
- Performs other related duties as assigned

**Minimum Qualifications:**

- High school diploma or equivalent preferred.
- Must have pleasant manner and ability to deal with the public.
- Preferred qualifications include six months of previous experience related to the job (i.e., janitorial, building and equipment maintenance) or an equivalent combination of education or experience.

Position will be posted until filled. Applications may be obtained at  
[http://s804876413.onlinehome.us/hr\\_docs/employment\\_application.pdf](http://s804876413.onlinehome.us/hr_docs/employment_application.pdf) or at Rocky River City Hall.  
**Submit completed application, cover letter and resume, Monday through Friday, 8:30 a.m. to 4:30 p.m. at:**

**Michael T. Greco, Director  
Human Resources Department  
City of Rocky River  
21012 Hilliard Boulevard  
Rocky River, OH 44116**

The City of Rocky River is an Equal Opportunity Employer