



Cypress-Fairbanks Independent School District

An Equal Opportunity Employer

EMPLOYMENT OPPORTUNITY

HEAD CUSTODIAN

RICHARD E. BERRY EDUCATIONAL SUPPORT CENTER

(Preference will be given to CFISD employees)

QUALIFICATIONS:

1. Must have a clear and valid Texas driver's license.
2. Ability to read and understand instructions for cleaning, maintenance and safety procedures.
3. Ability to operate cleaning equipment and lift heavy equipment of up to 75 pounds.
4. Ability to properly handle cleaning supplies.
5. Minimum three (3) years of experience in custodial work.
6. Two (2) years of supervisory experience preferred.
7. Ability to work a flexible schedule that includes nights, early mornings, weekends and holidays.
8. Ability to work in a variety of temperatures and conditions.

LENGTH OF EMPLOYMENT: 260 Days

SALARY: HS-64 \$15.00 per hr.

ESSENTIAL FUNCTIONS:

1. Schedule custodial staff to meet work load needs based on events schedules.
2. Supervise the daily cleaning by directing and monitoring the work of custodians at the facility.
3. Train custodians in proper cleaning procedures and care and maintenance of custodian equipment.
4. Perform routine custodial tasks as a working supervisor.
5. Assist BSC in setting up facilities for special events.
6. Comply with local laws and procedures for storage and disposal of trash.
7. Establish and assign cleaning schedules that will include floors, wastebaskets, windows, furniture, equipment and restrooms based on event schedule.
8. Maintain an inventory of cleaning supplies and equipment and order additional supplies as needed.
9. Assume responsibility and oversee procedures for opening and or closing the building daily.
10. Correct unsafe condition in the work area and immediately report any conditions that are not correctable to Operations Manager.
11. Perform other duties as assigned.

ALL INTERESTED APPLICANTS MAY CONTACT:

J.H.

Scott LeDoux, Assistant Director
Maintenance Department, Human Resources
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[Print Application](#)

DEADLINE TO APPLY: October 26, 2009 or Until Filled