



Cypress-Fairbanks Independent School District

An Equal Opportunity Employer

EMPLOYMENT OPPORTUNITY

HEAD CUSTODIAN

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.
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.

LENGTH OF EMPLOYMENT: 260 Days

SALARY: HS 60 – Elementary - \$10.24 per hour (minimum)
HS 62 – Middle - \$12.40 per hour (minimum)
HS 64 – High School - \$15.00 per hour (minimum)

LOCATION: Various

ESSENTIAL FUNCTIONS:

1. Supervise the daily cleaning of the building by directing and monitoring the work of custodians at the campus.
2. Train custodians in proper cleaning procedures and care and maintenance of custodian equipment.
3. Maintain security of the building in the absence of school administrators.
4. Perform routine custodial tasks as a working supervisor.
5. Direct and assist in setting up facilities for special events.
6. Implement and maintain established cleaning schedule that will include cleaning of floors, chalkboards, wastebaskets, windows, furniture, equipment, and restrooms.
7. Comply with local laws and procedures for storage and disposal of trash.
8. Maintain an inventory of cleaning supplies and equipment and order additional supplies as needed.
9. Assist with lunchroom setup, including arranging tables and chairs.
10. Move furniture or equipment within the building as directed by principal.
11. Assume responsibility for opening and closing the building each day.
12. Oversee procedures for locking, checking, and safeguarding facilities.
13. Check daily to ensure that all exit doors are open and all panic bolts are working properly during hours of building occupancy.
14. Correct unsafe conditions in the work area and immediately report any conditions that are not correctable.
15. Perform other duties as assigned by Area Manager, Supervisor(s), or Director.

INTERESTED PERSONS MAY CONTACT:

Katherine Autry, Assistant Director
Support Staff, Human Resources
11430 "A" Perry Road
Houston, TX 77064
Phone: 281-807-8946
Email: katherine.autry@cfisd.net
[Apply Online](#)

J.H.

DEADLINE TO APPLY: November 8, 2011 or Until Filled