



Custodian

Full time – Seasonal

Job Requirements:

- A. Must have the physical ability to fulfill job duties.
- B. Will be required to use time clock system on a daily basis in order to document and justify hours worked.
- C. Will be required to address the public and co-workers in appropriate and professional manner.
- D. Will be required to follow all state and local guidelines surrounding COVID-19 rules/regulations as it pertains to the facility.

Job Duties:

- A. Responsible for the upkeep, cleaning and general appearance of the facility and its properties.
 - a. This includes the cleaning and disinfecting of the facility according to the State of Colorado COVID-19 cleaning guidelines, in order to ensure the safety of staff and visitors.
 - b. Will be using a variety of chemicals, including bleach and/or alcohol solutions in order to properly disinfect the facility on a daily basis, as well as products with EPA-approved emerging viral pathogens claims.
- B. Will maintain trees, plants, lawn, and landscaping pertaining to the Community Center and its properties.
- C. Will be required to work 40 hours per week. Any additional hours must be approved by the Administrator. May be required to work evenings, holidays, and/or weekends.
- D. Must be prepared to disinfect the facility in instances where COVID-19 may have been present. (This may include the need for protective clothing and facial coverings.)
 - a. You will be asked to wait a minimum of 24 hours after the exposed individual was in the area before beginning the cleaning and disinfecting process.

Clause:

- A. Responsible for any and all other duties as assigned by the Administrator.
- B. This job description will be amended at the discretion of the Administrator.

Employee Signature

Date

Administrator Signature

Date