

## **GROUNDSKEEPER/JANITOR**

### **MERCED IRRIGATION DISTRICT GROUNDSKEEPER/JANITOR**

FLSA Status – Non-Exempt  
Representation – Bargaining Unit  
Classification Level – Per IBEW Wage Schedule

#### **DEFINITION**

Under general supervision, perform unskilled and/or semi-skilled work and labor as assigned in the support of all of District facilities, including but not limited to light maintenance and cleaning, landscape maintenance and repairs. Deliver and pick up parts and equipment in support of all district facilities maintenance and care. Perform related work as required.

#### **ESSENTIAL FUNCTIONS OF THE POSITION:**

- Interior and exterior janitorial work at various assigned District facilities: sweeping floors, vacuuming floors, mopping and waxing floors, cleaning and sanitizing restrooms, cleaning and sanitizing kitchens, general dusting, spider web removal, window washing, trash removal, etc.
- Operates one or more of the following pieces of equipment associated with janitorial work: vacuum cleaner, floor buffer, carpet cleaner and hand tools, including brooms, mops, brushes, sponges and other hand tools as necessary. Work with various cleaning solutions and chemicals.
- Deliver parts and equipment as assigned involving the loading and unloading of equipment and goods.
- Landscape maintenance and operate pertinent equipment, as required.
- Perform other duties as assigned, directed or requested.

#### **KNOWLEDGE AND ABILITIES**

##### **Ability to:**

- Ability to carry out verbal and written instructions.
- Ability to make simple repairs and adjustments on equipment being used.
- Ability to create simple written work reports.
- Ability to work independently with minimal supervision.
- Ability to work well with public and fellow employees.
- Drive safely in the performance of delivery and pick-up of goods, equipment and materials.

##### **Knowledge of:**

- Knowledge of janitorial cleaning chemicals.
- Knowledge of safe work practices.
- Knowledge of landscape maintenance procedures.
- Knowledge of landscape plants.
- Knowledge of weed identification.
- Safe driving practices

#### **SPECIAL REQUIREMENTS**

- Possession of appropriate California Driver's License.
- A Department of Motor Vehicles "Driver Record Information" print-out will be required at time of hire and throughout employment. Must be enrolled in District's DMV pull-notice program.

## **GROUNDSCOOPER/JANITOR**

### **MINIMUM QUALIFICATIONS**

#### **Education:**

- Any combination of education and experience equivalent to completion of high school

#### **Experience:**

- One (1) year experience in the operation of landscape equipment
- One (1) year experience in janitorial cleaning principles and practices

### **TYPICAL PHYSICAL DEMANDS**

The physical demands of this position are described below. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position):

- Operates District vehicles in delivering items and for travel between jobs.
- Must be able to carry, push, pull, reach and lift equipment and parts weighing up to twenty-five (25) pounds.
- Stoops, crawls, and climbs during normal work period.
- Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat.
- Communicates orally with District staff in face-to-face and one-on-one settings.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges.

Sitting: Remains in a seated position for up to eight (8) hours per day

Hands/Arms: Operates equipment for up to eight (8) hours per day

Lifting: Raises and lowers supplies and equipment up to twenty-five (25) pounds.

Stooping: Bends body downward and forward by bending at the knees or waist

Talking: Expresses ideas and shares information by means of spoken work in person and by telephone.

### **ENVIRONMENTAL FACTORS:**

- Exposure to the sun: 50% or less work time spent outside a building and exposed to the sun.
- Work performed in an outside environment

### **ESSENTIAL MENTAL ABILITIES:**

- Exercise independent judgment.
- Self directing and organized.
- Reason objectively.
- Assess, project and plan work activities on a daily and weekly basis.
- Document concisely, accurately and timely.