

NO RTEC JOB SPECIFIC SKILLS COMPETENCY

JANITOR (Building Custodian - any industry)

DOT: 382.664-010 / O'NET: SVP 3

Job Description: Keeps hotel, office building, apartment house, or similar buildings in clean and orderly condition and tends furnace, air-conditioner, and boiler to provide heat, cool air, and hot water for tenants, performing a variety of labor intensive and other duties. ***Physical Demands*** - Active w/medium lifting, carrying, and moving (up to 50 lbs); ***General Educational Development*** - R3 M2 L3; ***Aptitudes*** - Average General Learning Ability, Numerical, Spatial, Motor Coordination, and Manual Dexterity.

CORE SKILL COMPETENCIES/INDICATORS:

1. Can demonstrate knowledge of industry-specific power equipment such as buffers, mowers, industrial wet/dry vacuums, polishers, balers, etc. (R, S, T)
2. Can demonstrate ability to mix water and detergents or acids in container to prepare cleaning solutions, according to specifications. (R, IN, S)
3. Can demonstrate ability to appropriately sweep, mop, scrub, and vacuum floors of buildings, using cleaning solutions, tools and equipment. (R, S, T)
4. Can demonstrate proper techniques used to apply waxes or sealers to wood or concrete floors. (R, S, T)
5. Can demonstrate proper technique used to steam clean carpets. (R, S, T)
6. Can demonstrate ability to clean and/or polish walls, ceilings, windows, plant equipment, and building fixtures, using steam cleaning equipment, scrapers, brooms, and variety of hand and power tools. (R, S, T)
7. Can demonstrate proper techniques used to disinfect sinks, toilets, windows, mirrors, showers, tubs, walls, counters, desks, carpets, and etc. (R, S, T)
8. Can demonstrate proper techniques used to remove/replace drapes, blinds and other window coverings, and/or roll carpets, rugs, etc. for moving. (R, S, T)
9. Can demonstrate ability to determine the need for and replenish routine supplies such as paper, cups, lights, etc. (R, IN, S)
10. Can demonstrate proper techniques used to dust furniture, walls, machines, and equipment. (R, S, T)
11. Can demonstrate ability to clean laboratory equipment, such as glassware and metal instruments, using solvents, brushes, rags, and power cleaning equipment. (R, S, T)
12. Can demonstrate proper techniques used to clean chimneys, flues, and connecting pipes, using power and hand tools. (R, S, T)
13. Can demonstrate proper techniques used to clean and restore building interiors damaged by fire, smoke, or water, using commercial cleaning equipment. (R, S, T)
14. Can demonstrate ability to tend, clean, adjust, and service furnaces, air-conditioners, boilers, and other building heating and cooling systems. (R, S, T)
15. Can demonstrate ability to appropriately service, repair, and/or replace cleaning and maintenance equipment and machinery. (R, S, T)
16. Can demonstrate ability to perform minor routine painting, carpentry, plumbing, electrical, and related activities. (R, S, T)
17. Can demonstrate ability to identify need for major repairs or additions to building operating systems, and notify management personnel in an appropriate and timely manner. (IN, I, S)

18. **Can demonstrate proper procedure for spraying insecticides and fumigants to prevent insect and rodent infestation. (R,S, T)**
19. **Can demonstrate ability to collect and properly dispose of debris/trash in and on grounds of facility. (R, S, T)**
20. **Can demonstrate ability to mow and trim lawns and shrubbery, using mowers and hand and power trimmers, and perform other groundskeeping tasks, as requested (identify). (R, S, T)**
21. **Can demonstrate proper techniques used to remove snow from sidewalks, driveways, and parking areas, using snowplow, snowblower, snow shovel, and snow-melting chemicals. (R, S, T)**
22. **Can demonstrate ability to inventory and requisition supplies and equipment used in cleaning and maintenance duties. (R, IN, S)**
23. **Can demonstrate ability to safely move, set up, arrange and/or remove furniture and other large items, either manually or using handtruck, according to oral and/or written instruction. (R, S, T)**
24. **Can demonstrate ability to safely transport items and/or supplies between departments and/or buildings of facility. (R, S, T)**
25. **Can demonstrate ability to neatly maintain stock area. (R, S)**
26. **Can demonstrate understanding of facility safety procedures and security measures. (R, IN, S)**
27. **Can demonstrate familiarity with facility layout, power boxes and switches, plumbing cut-off valves, alarms, etc. (R, IN, S)**
28. **Can demonstrate ability to communicate effectively with the public and co-workers when responding to inquires, complaints, etc. (I)**