

## **Pool Custodian**

### **FLSA Classification**

Non-Exempt

### **Pay Grade**

National Conference of Fireman and Oilers, Local 956, Pay Group 7

### **Reports to**

Building Engineer/Supervisor of Operations/Manager of Facilities

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### **Summary**

Maintains, cleans and disinfects swimming pools and surrounding areas, such as locker rooms and bathroom areas. Cleans and performs maintenance and minor repairs in other areas of the school, including classrooms, hallways, gymnasiums and grounds.

### **Essential functions**

- ☐ Performs sanitization of all swimming pools, decks, locker rooms, showers and areas related to the swimming pool complex. Wet mop cafeteria, kitchen, bathrooms; clean and sanitize sink, fountains, fixtures, mirrors and floor drains; replace hand soap, paper towels and toilet paper.
- ☐ Cleans the building and performs general maintenance, including keeping building fixtures, lights, drinking fountains, and bathrooms in working order. Empty trash containers and pencil sharpeners; remove and replace trash liners in trash containers.
- ☐ Maintains a safe and secure environment by checking exit lights, removing snow and ice, performing a night check on exit doors, locks and windows, locking classrooms and offices, and setting the security system. Remove furnishings, strip and wax floors; buff; scrub; clean furniture; sweep and shovel snow from walkways and steps.
- ☐ Assists in setting up and tearing down for building activities and events. Acquires additional assistance, if needed. Directs individuals to events and activities. Cleans areas after activities and events.
- ☐ Responds to requests by the building principal and other staff members to assist with moving furniture and equipment, delivering mail, and perform maintenance in individual rooms.
- ☐ Distributes supplies and orders to teachers' rooms. Places supplies in the appropriate storage areas.
- ☐ Performs other maintenance tasks, especially during the summer months, such as stripping and waxing floors, shampooing carpets, cleaning furniture, and cleaning walls and staircases. Performs boiler room tasks during the absence of a fireperson.

### **Minimum Qualifications**

- ☐ Requires a minimum of a high school diploma or GED
- ☐ 1 year of experience
- ☐ Or an equivalent combination of education, training and/or experience necessary to successfully perform the essential functions of the work.

### **Certification or Licensing Requirements**

- ☐ Second Class C Boilers License in the State of Minnesota
- ☐ Certified Pool Operators License

### Knowledge Requirements

- ☐ Pool maintenance.
- ☐ Measuring and using cleaning chemicals and agents.
- ☐ Cleaning procedures and equipment, such as vacuuming and mopping.

### Skill Requirements

- ☐ Running a pool vacuum, cleaning pool filters, and testing the pool water.
- ☐ Using tools for minor repairs.
- ☐ Using equipment for maintenance of grounds, such as snow blowers and lawn mowers.
- ☐ Ability to work independently.
- ☐ Good written and verbal communication skills.
- ☐ Good interpersonal skills in order to work with the students and staff.

### Work environment

Work is frequently performed near fumes or airborne particles, and with toxic or caustic cleaning chemicals. Occasionally, work is performed in wet or humid conditions (non-weather), near moving mechanical parts, in high or precarious places, and in outdoor weather conditions.

The typical noise level is considered to be moderate.

### Physical demands

**Heavy Work:** Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

<b>Physical Requirements:</b> Indicate according to the requirements of the essential duties/responsibilities				
<b>Employee is required to:</b>	<b>Never</b>	<b>1-33% Occasionally</b>	<b>34-66% Frequently</b>	<b>66-100% Continuously</b>
Stand				√
Walk				√
Sit				√
Use hands dexterously (use fingers to handle, feel)				√
Reach with hands and arms				√
Climb or balance			√	
Stoop/kneel/crouch or crawl				√
Talk and hear				√
Taste and smell		√		
<b>Lift &amp; Carry:</b> Up to 10 lbs.				√
Up to 25 lbs.			√	
Up to 50 lbs.		√		
Up to 100 lbs.		√		
More than 100 lbs.		√		



Vision Requirements: Check box if relevant		Yes	No
No special vision requirements		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Close Vision (20 in. of less)		<input type="checkbox"/>	<input type="checkbox"/>
Distance Vision (20 ft. of more)		<input type="checkbox"/>	<input type="checkbox"/>
Color Vision		<input type="checkbox"/>	<input type="checkbox"/>
Depth Perception		<input type="checkbox"/>	<input type="checkbox"/>
Peripheral Vision		<input type="checkbox"/>	<input type="checkbox"/>

**Job Classification History:**

Classification reviewed and revised by Penn, Inc., Human Resource Management Consulting.  
Revised by Human Resources 4/2021.

## **POOL CUSTODIAN**

### **REPORTS TO:**

**JOB SUMMARY:** Under supervision, to do custodial work and sanitizing of swimming pools, decks, showers and areas related to the proper operation of a swimming pool complex and to do related work as required.

### **RESPONSIBILITIES:**

1. Tests pool water to determine if prescribed chemical balance is maintained.
2. Sanitizes swimming pool areas, decks, washrooms and shower rooms adjacent to the swimming pool.
3. Maintains pool cleaning equipment and safety equipment associated with pool facilities.
4. Reports all violations of health and safety rules to building engineer or other appropriate supervisor.
5. Assists in maintaining order and enforcing safety procedures pertaining to use of swimming pools and facilities.
6. Performs tasks detailed in school custodian job description.

### **KNOWLEDGE AND SKILLS:**

- Knowledge of methods, materials and equipment used to sanitize and clean swimming pool areas, decks, washrooms, shower rooms and other parts of school buildings.
- Knowledge of cleaning and sanitizing agents and their application.
- Knowledge of safety rules and practices.

### **MINIMUM QUALIFICATIONS:**

- One (1) year experience as a school custodian or such combination of education and experience as may be accepted as equivalent by the Civil Service Board.
- Ability to keep swimming pools, adjacent areas and facilities and other building

areas, clean, neat and sanitized.

- Ability to operate a variety of equipment used in cleaning and sanitizing.
- Ability to perform hard physical labor associated with the position.
- Ability to maintain harmonious relationships with fellow employees, supervisors and the public.

**DESIRABLE QUALIFICATIONS:**

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**SALARY RANGE:        \$2090 - \$2180**

**BARGAINING UNIT:    Maintenance**

Revised: 3/21/01