

## CUSTODIAL WORKER 2

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Company: Arizona Official Website of State of Arizona

Location: Tucson

Category: other-general

### **Job Summary:**

Provides basic custodial services, concentrating on cleaning, sanitizing and supplying restrooms; vacuuming/sweeping carpets and/or floors. Ensures work assignments are completed on a daily basis, cleans and sanitizes locker room and showers. Ensures an ample amount of custodial supplies are available and custodial closets are kept clean. Ensures that doors and walls are free of dust, fingerprints, graffiti, etc.

Job Duties:

### **Responsibilities include:**

- Cleans, sanitize and supply restrooms daily and ensure trash in restrooms is emptied daily. Locker rooms and showers cleaned and sanitized daily.
- Vacuum/sweep carpet/vinyl floors daily and wax as required.
- Identify work requirements, set priorities and identify needs as circumstances occur, daily.
- Ensure custodial closets and storerooms are kept clean and stocked. Ensure all equipment is serviceable and complete assignments as posted.
- Clean walls, doors, hardware and facings. Remove fingerprints, graffiti and dust as required.

Knowledge, Skills & Abilities (KSAs):

### **Knowledge of:**

- Custodial cleaning equipment such as vacuums, buffers, strippers, etc..
- Cleaning products and how they chemically interact.
- Cleaning and sanitation procedures.
- Safety procedures.

**Skilled in:**

- Applying cleaning and sanitizing methods and techniques.
- Effectively operating powered cleaning tools.
- Inventory and stock custodial storage areas.
- Effectively using safety procedures to avoid injury.

**Ability to:**

- Prioritize work product.
- Monitor supplies inventory.
- Track work/time costing.
- Communicate effectively, both written and verbal.
- Enter timecards via Electric Time Entry (ETE) on computer.
- Complete State required Computer Based Training (CBT).

**Selective Preference(s):**

Desired qualifications include any combination of experience, education, and training that meets the knowledge, skills, and abilities as described. The preferred candidate will possess previous training, education or minimum of 6 months experience performing custodial duties.

**Pre-Employment Requirements:****Special Job Requirements:**

- This position requires possession of and ability to retain a current, valid state-issued driver's license appropriate to the assignment. Employees who drive on state business are subject to driver's license record checks, must maintain acceptable driving records and must complete any required driver training (see Arizona Administrative Code .)
- In State travel required.
- Candidates for this position will be required to submit to a criminal background investigation as well as possess the ability to achieve a favorable Tier 1 investigation for the purpose of obtaining a Common Access Card (CAC)

If this position requires driving or the use of a vehicle as an essential function of the job to conduct State business, then the following requirements apply:

All newly hired State employees are subject to and must successfully complete the Electronic Employment Eligibility Verification Program (E-Verify).

## Benefits:

The State of Arizona offers a comprehensive benefits package to include:

- Sick leave
- Vacation with 10 paid holidays per year
- Health and dental insurance
- Retirement plan
- Life insurance and long-term disability insurance
- Optional employee benefits include short-term disability insurance, deferred compensation plans, and supplemental life insurance

Learn more about the Paid Parental Leave pilot program . For a complete list of benefits provided by The State of Arizona, please visit our

## Retirement:

Eligible DEMA employees participate in excellent retirement programs provided by the Arizona State Retirement System (ASRS) and for fire personnel the Public Safety Personnel Retirement System (PSPRS).

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