



## JANITOR JOB DESCRIPTION

### Job Purpose

- Responsible for performing routine and heavy-duty cleaning procedures to provide a safe, attractive, comfortable, and efficient environment for educational programs.
- Supports the health and safety of students and staff by maintaining sanitation standards and preserving district facilities.

### Knowledge, Skills and Abilities

- Knowledge of modern cleaning methods, disinfectants, and proper mixing and application procedures.
- Knowledge of workplace safety practices, chemical labeling standards, and Safety Data Sheets (SDS).
- Ability to operate cleaning equipment including buffers, burnishers, auto-scrubbers, wet/dry vacuums, and carpet extractors.
- Ability to follow written and oral instructions.
- Ability to read chemical labels and equipment manuals.
- Ability to maintain cooperative working relationships with coworkers and supervisors.
- Ability to follow safe working practices, including bloodborne pathogen protocols.
- Physical ability to lift and move heavy objects (up to 50 pounds), climb ladders, and stand or walk for extended periods.
- Adaptability to respond to spills, weather-related debris, and urgent cleaning needs.

### Minimum Qualifications

- High School Diploma or GED preferred.
- Previous industrial, commercial, or school janitorial experience preferred.
- Ability to read and understand written instructions and safety information.
- Must successfully pass a criminal background check and fingerprinting as required by Mississippi Code § 37-9-17.
- Good physical health and stamina necessary to perform assigned duties.

### Duties and Responsibilities

- Demonstrates prompt and regular attendance.
- Sweep, mop, scrub, strip, wax, and buff floors using appropriate cleaning equipment.
- Clean and disinfect classrooms, restrooms, cafeterias, offices, and high-touch surfaces.
- Wash walls, windows, whiteboards, and woodwork as needed.
- Vacuum and shampoo carpets in instructional and administrative areas.
- Collect and dispose of trash and recyclables; maintain dumpster and disposal areas.
- Replenish restroom and classroom supplies such as soap, paper towels, and tissue.
- Assist with setup and breakdown of furniture and equipment for assemblies, meetings, and events.
- Keep entryways, sidewalks, and immediate exterior areas free of debris.
- Report property damage, safety hazards, or maintenance concerns to the Custodian or Building Administrator.
- Maintain security by ensuring assigned areas are properly locked and secured at the end of each shift.

- Remain on school premises during assigned hours and during authorized building use when required.
- Perform other job-related duties as assigned by the immediate supervisor or Superintendent.
- Limited travel to and from meetings may be required.
- Adhere to the Mississippi Educator Code of Ethics and all district policies and procedures and supports the George County School District Core Beliefs and Mission

**Reports to:** Custodian, Building Administrator, Maintenance Director, Asst. Maintenance Director

**Supervises:** None

**Terms of Employment:** At Will / 190 Days

**FLSA Status:** Non-Exempt

**DISCLAIMER:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

	Employee's Printed Name
	Employee's Signature & Date
	Supervisor's Signature & Date