



JANITOR III

Class Code:
4958

Bargaining Unit: Miscellaneous

COUNTY OF SISKIYOU
Established Date: Mar 19, 2024
Revision Date: Mar 19, 2024

SALARY RANGE

\$20.62 - \$25.69 Hourly
\$1,649.60 - \$2,055.20 Biweekly
\$3,574.13 - \$4,452.93 Monthly
\$42,889.60 - \$53,435.20 Annually

DESCRIPTION:

*The County of Siskiyou is an Affirmative Action/Equal Opportunity Employer
We welcome applicants of any race, religion, or ancestry.*

For exact salary information please refer to the current salary schedule. [County website](#)

DEFINITION

Under general supervision, to perform routine janitorial duties in County buildings; may perform non-routine janitorial work, as needed; provide lead direction, work coordination, and training to other janitorial staff; keep assigned areas and County buildings in a clean and orderly condition; and do related duties, as assigned. This classification is a for cause, non-exempt position.

DISTINGUISHING CHARACTERISTICS

This is the fully experienced working level in the Janitor class series. Incumbents assigned to this classification perform routine janitorial work and may perform non-routine janitorial work as assigned. Incumbents also provide lead direction, work coordination, and training to staff assigned to janitorial functions. Work locations will vary, and work assignments may include irregular hours.

REPORTS TO

Director of General Services or Deputy Director of General Services

CLASSIFICATIONS SUPERVISED

Receives general supervision from supervisory and/or management staff, depending on areas

of work assignments. Provides lead direction, work coordination and training for janitorial staff.

EXAMPLES OF DUTIES:

ESSENTIAL FUNCTIONS

Class specifications are intended to present a descriptive list of the scope of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

- Provides lead direction, work coordination, and training to other staff performing janitorial functions.
- Performs a variety of custodial work such as vacuuming, sweeping, mopping, waxing and buffing floors.
- Operates scrubbers, buffers, waxing machines, and other equipment and machinery.
- Empties, cleans and lines waste receptacles and disposes of trash.
- Cleans and disinfects restrooms, including restocking restroom supplies.
- Polishes brass fixtures.
- Vacuums carpets.
- Sweeps, mops, waxes, strips, and polishes floors.
- Washes walls, woodwork and blinds.
- Dusts and polishes all surfaces.
- Washes windows and showcases.
- Cleans finger marks and stains from counters, doors, trim, and walls.
- Moves and arranges furniture, equipment, office supplies, and files, as needed.
- Reports unusual or improper conditions and reports the need for extensive building and equipment repair.
- Maintains equipment used during the course of work.
- May turn out lights, set alarms, and lock doors and windows, as needed.
- Provides training on safety methods, cleaning techniques, and the proper use of equipment to other janitorial staff.
- May be assigned to inspect assigned buildings to ensure proper standards of cleanliness.
- Empty paper recycling containers.
- Replaces light bulbs and tubes.
- May assist with basic building maintenance work.
- Do related work as required.

Knowledge of:

- Basic cleaning materials, methods and practices
- Basic janitorial equipment
- Safe work practices

Desired Skills:

- Provide lead direction, work coordination, and training to other staff performing janitorial functions.
- Learn the operation and use of various janitorial equipment.
- Understand and follow oral and written instructions.
- Read labels and markings of supplies and equipment.
- Effectively provide training to less experienced staff.
- Clean and care for assigned areas.
- Perform manual laboring work.
- Work independently.

- Regularly work well under pressure, meeting multiple and sometimes conflicting deadlines.
- Demonstrate physical strength, agility and endurance.
- Constantly demonstrate cooperative behavior with colleagues, supervisors, and the public.

TYPICAL QUALIFICATIONS:

Training and Experience:

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

- At least one (1) year of experience performing janitorial and/or custodial work.
- Prior experience as a lead worker or supervisor is desirable.
- Additional directly related experience and/or education may be substituted.

Special Requirements:

- Additional security clearance may be necessary for janitors assigned to the Government Center, Law Enforcement office or any office that contains confidential information.
- Possession of a valid California driver's license.
- Incumbents in this classification must pass a routine background check upon accepting an offer of employment and submit to a pre-employment physical examination, drug testing and fingerprinting.

SUPPLEMENTAL INFORMATION:

TYPICAL PHYSICAL REQUIREMENTS

Positions in this class typically require: sitting, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions. Frequently stand and walk for extended periods; pick up or move objects, office equipment, and furniture; physical ability to lift and carry objects weighing up to 50 lbs. without assistance; physical ability to lift and move heavier objects with assistance; normal manual dexterity and eye-hand coordination; corrected vision and hearing to normal range; verbal communication; uses vacuum cleaners, scrubbers, buffers, waxing equipment.

TYPICAL WORKING CONDITIONS

Work is performed in building and outdoor environments; work is performed in varying temperatures; some exposure to controlled and hazardous substances such as cleaning solvents and chemicals; limited contact with staff and the public.