



# JANITOR I

Class Code:  
4401

Bargaining Unit: Miscellaneous

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

## SALARY RANGE

\$17.24 - \$21.48 Hourly  
\$1,379.20 - \$1,718.40 Biweekly  
\$2,988.27 - \$3,723.20 Monthly  
\$35,859.20 - \$44,678.40 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; 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 an entry level Janitor classification. Incumbents perform the full range of janitorial duties in cleaning County buildings and facilities. Incumbents assigned to this classification perform routine janitorial work, and may perform non-routine janitorial work as assigned.

Work locations will vary and work assignments may include irregular hours. Work is performed under general guidance and supervision.

### **REPORTS TO**

Deputy Director of General Services

### **CLASSIFICATIONS SUPERVISED**

This is not a supervisory class.

## **EXAMPLES OF DUTIES:**

### **ESSENTIAL FUNCTIONS**

Performs a variety of cleaning duties such as but not limited to:

- Sweeping
- Mopping and scrubbing floors
- Cleans and vacuums rugs and carpets
- Waxes and polishes furniture and woodwork
- Cleans hallways, lobbies, restrooms, and offices
- Cleans ceilings, walls, blinds, and light fixtures
- Empties and cleans waste receptacles
- Polishes metal work
- Cleans and disinfects restrooms
- Replenishes supplies
- May wash windows
- May move and arrange furniture and equipment
- Turns out lights, set alarms, lock doors and windows, as needed
- Operates scrubbers, buffers, waxing machines, and other equipment and machinery
- Requisitions supplies as needed
- Observes and reports needed repairs to buildings and equipment
- Maintains equipment used during the course of work
- Empty paper recycling containers
- Replaces light bulbs and tubes
- May assist with basic building maintenance work

### **Knowledge of:**

- Cleaning supplies and equipment.
- Proper methods used in cleaning work.
- Basic hand tools and equipment used in routine building maintenance.
- Safe work practices.

### **Desired Skills:**

- Learn the operation and use of various janitorial equipment.
- Understand and follow oral and written instructions.
- Read labels and markings of supplies and equipment.
- 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:

- Previous work experience in janitorial or custodial work 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 offices 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**

Frequently stand and walk for extended periods; stoop, kneel, and crouch to 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, and basic hand tools.

**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.