

Wright State University
BARGAINING UNIT JOB SPECIFICATION
Custodial Floor Care Technician (CSTDF)

I. JOB INFORMATION

Job Title: Custodial Floor Care Technician (CSTDF)

Job Class: 75054 FLSA Status: Non-Exempt Bargaining Unit: TM

II. JOB SUMMARY

Under general supervision, cleans and maintains various types of floor surfaces. May perform routine custodial duties and special project tasks.

III. PRIMARY DUTIES AND RESPONSIBILITIES

- **Operates various types of equipment used for floor care maintenance such as automatic scrubbers, floor machines, wet/dry vacuums, burnishers, vacuums, sweepers, pressure wash equipment and carpet extractors. Provides daily preventive equipment maintenance on all equipment used.**
- **Dust mops, cleans and burnishes floors; strips, refinishes, scrubs and/or recoats floors; machine scrubs floors according to floor maintenance schedules.**
- **Performs general cleaning duties which include trash removal, dusting, vacuuming, dust and wet mopping, restroom cleaning and glass cleaning routinely and for special projects.**
- **Vacuums, spot cleans, restores and deep extracts carpets as needed.**
- **Maintains custodial closet, chemicals and equipment. Reports the need for equipment repairs.**
- **Moves and replaces furniture as needed.**

Note: This is not an inclusive list of duties and responsibilities.

IV. MINIMUM EDUCATION, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

One year of full-time related work experience as an educational, commercial, industrial or medical custodial worker with specific floor care experience is required. Must be able to read, write and comprehend common vocabulary.

V. WORKING CONDITIONS

Conditions may require walking, stooping, climbing, pushing, pulling, heavy lifting (less than or equal to 65 pounds), high climbing, bending, working in awkward positions handling equipment and materials. There are conditions, equipment and materials present which require proper

handling to ensure safety. Employees will be required to wear protective clothing and/or respiratory equipment when conditions warrant. Note: If a respirator is required for duties specific to this job, an annual respirator fit test and physical examination will be required. Any combination of overtime, shift work, weekend and holiday work may be required.

VI. WSU TESTING/EXAMINATIONS REQUIRED

A pre-employment physical examination may be required before original appointment. An annual physical exam may be required.

VII. CERTIFICATIONS OR LICENSURE(S) REQUIRED*

*Employees who operate University vehicles, or as a condition of employment, whose jobs require that they operate University vehicles, or that they operate their personal vehicles on University business, are subject to Wright Way Policy #2601, and must consistently meet the requirements of Risk Management for employees who drive under these circumstances.

This specification is intended to illustrate the level of complexity and kinds of job duties that may be assigned to positions with this classification title, and should not be interpreted to describe all the duties that may be included in a job description.