

City of Satellite Beach

JOB DESCRIPTION

JOB TITLE: JANITORIAL SPECIALIST

DEPARTMENT: PUBLIC WORKS

GENERAL DESCRIPTION:

Perform Janitorial functions at City buildings as assigned. Work is performed under the supervision of the Public Works Assistant Director.

Essential Job Functions:

1. Clean Restrooms
2. Mop & Vacuum All Floors
3. Clean Kitchen Area
4. Clean Windows
5. Empty Trash
6. Clean offices as required
7. Maintain cleaning equipment, Order Supplies Through P.W. Admin Assist. Other Duties as may be Assigned

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of cleaning chemicals
Experience with ladders, vacuums, mops
General knowledge of janitorial techniques
Ability to follow work orders
Ability to follow oral and written communications
Ability to work unsupervised, when necessary

EDUCATION AND EXPERIENCE:

High School Diploma or possession of an acceptable equivalency diploma. One (1) year experience in janitorial work preferred.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

LICENSES, CERTIFICATIONS, OR REGISTRATIONS: Valid Florida Drivers License

ESSENTIAL PHYSICAL SKILLS

Acceptable eyesight (with or without correction)
Acceptable hearing (with or without correction)
Light to med lung (45 pounds and under) lifting and carrying
Walking
Standing
Kneeling
Bending
Stooping
Pushing
Driving a motor vehicle

ENVIROMENTAL CONDITIONS:

Works outside in various weather conditions with dust, noise, oil, dirt
grease
Uneven surfaces
Slippery surfaces
Ladders and scaffolding

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)