

SCHOOL ATTENDANT

GENERAL STATEMENT OF DUTIES: Cleans and maintains order in rest rooms, locker rooms, and performs a variety of other light cleaning duties in other parts of the school; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving maintaining discipline and performing simple cleaning tasks and attending to rest rooms and locker rooms. Simple cleaning practices are involved in maintaining an orderly, sanitary rest room. Work is performed under immediate supervision of a higher level custodial worker.

EXAMPLES OF WORK: (Illustrative Only)

Cleans rest rooms and locker rooms;

Dusts desks, chairs, tables;

Maintains order in rest rooms and locker rooms;

Ascertain that supplies are adequate in rest rooms;

Launders towels and bathing suits.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Knowledge of elementary cleaning practices and equipment; ability to get along well with and maintain order among children; ability to understand and follow oral and written directions; willingness to perform routine tasks; dependability; initiative and resourcefulness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) graduation from a standard grade school; or (b) any equivalent combination of experience and training sufficient to indicate ability to do the work.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.