

JOB INFORMATION

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| Job Code | NA11C |
| Job Description Title | Tech III, Floor Care/Custodian |
| Pay Grade | FM08 |
| Range Minimum | \$33,570 |
| 33rd % | \$38,040 |
| Range Midpoint | \$40,280 |
| 67th % | \$42,520 |
| Range Maximum | \$46,990 |
| Exemption Status | Non-Exempt |
| Approved Date: | 1/21/2026 9:49:40 AM |

JOB FAMILY AND FUNCTION

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|---------------|---------------------------------------|
| Job Family: | Facilities, Maintenance, & Operations |
| Job Function: | Environmental Services |

JOB SUMMARY

The Tech III, Floor Care/Custodian is responsible for planning, delivering, and managing comprehensive custodial and specialized floor maintenance services to maintain a clean, safe, and appealing campus environment. The technician supports department goals through hands-on duties, training, safety practices, and quality assurance, ensuring mission-based custodial operations for students, staff, and visitors.

RESPONSIBILITIES

- Operates and maintains floor care equipment and performs daily cleaning, polishing, and restorative tasks on all floor surfaces such as VCT, terrazzo, tile, and carpet.
- Completes scheduled floor maintenance programs to meet cleanliness and safety standards.
- Responds promptly to spills and emergencies, including floods and biohazard incidents.
- Performs general custodial duties: restroom sanitation, dusting, trash removal, spot cleaning, and facility upkeep.
- Maintains custodial closets and ensures safe storage and labeling of chemicals.
- Monitors and replenishes cleaning supplies; reports equipment maintenance needs.
- Follows OSHA and university safety protocols; consistently uses PPE and handles chemicals safely.
- Participates in required safety and skills training sessions.
- Executes advanced floor restoration—including stripping, waxing, finishing, and carpet extraction.
- Evaluate floor conditions regularly and recommend cleaning schedules or treatments based on surface types and usage patterns.
- Assists with onboarding and training of new employees or temporary employees; provides guidance on equipment use and safety procedures.
- Troubleshoot and perform routine maintenance on a wider range of floor care equipment to ensure optimal operation.
- Independently solve complex floor care problems or special projects requiring higher technical skill and knowledge of materials science or chemical use.
- Assists supervisors with scheduling, documenting training, and inventory management.
- Provides technical expertise on safety, cleaning agents, and restorative floor care for special projects or problem-solving.
- Maintain up-to-date certifications and actively seek ways to incorporate innovative floor care methods or industry best practices.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

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|----------------------------|---|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|---------------------|--------------------|-----|---------------------|--|----|
| Associate's Degree | or equivalent. | and | 3 years of | experience in floor care equipment operation, cleaning techniques, and/or specialty maintenance. | Or |
| High School Diploma | | and | 7 years of | experience in floor care equipment operation, cleaning techniques, and/or specialty maintenance. | |

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Follows detailed instructions and procedures.

May work under limited supervision, and prioritize tasks independently.

Participating in ongoing safety and skills development is required at each level.

This position also requires heavy lifting.

Duties require basic physical and mental skills and abilities, including use of hand tools, power tools or other equipment and use of basic math or reading skills.

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired | |
|--|---|------------|------------------|-----|
| DL NUMBER - Driver License, Valid and in State | Any State | Upon Hire | Required | And |
| | ISSA Certified Cleaning Technician (Basic) | Upon Hire | Required | And |
| | CMI Certified Custodial Technician Advanced | Upon Hire | Required | |

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-----------------|-------|--------|--------------|------------|------------|--------|
| Standing | | | | | X | |
| Walking | | | | | X | |
| Sitting | | | X | | | |
| Lifting | | | X | | | 50lbs |

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-------------------------------|-------|--------|--------------|------------|------------|--------|
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | | X | | |
| Reaching | | | | X | | |
| Talking | | | | X | | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | | X | |
| Eye/Hand/Foot Coordination | | | | | X | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold | | | | X | |
| Extreme heat | | | | X | |
| Humidity | | | | X | |
| Wet | | | | X | |
| Noise | | | | X | |
| Hazards | | | | X | |
| Temperature Change | | | | X | |
| Atmospheric Conditions | | | | X | |
| Vibration | | | | X | |

Vision Requirements:

Ability to see information in print and/or electronically.