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Custodian

JOB CODE	JOB FAMILY	PROFILE
JCV110	**Domestic Services**	**Custodian**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$15.55 - $20.01**	**September 28, 2026**

The Custodian, under direct supervision, cleans office buildings and other county facilities.

Job Description

DUTIES AND RESPONSIBILITIES

- Vacuums and shampoos carpeted areas.
- Sweeps, mops, waxes and polishes hard-surfaced floors including stairwell areas using power-driven machines as needed.
- Cleans lavatories and lunchroom areas; replenishes soap, paper and other supplies.
- Assists with moving furniture or equipment as assigned.
- Dusts and polishes furniture, windowsills, blinds and other fixtures as required.
- Empties trash and garbage containers; collects trash in a central location on each floor for removal.
- Notifies supervisor of building and equipment repair needs.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- 8th grade education.
- Must have rudimentary ability to speak, read and understand English.
- Must be able to work with the tools under the conditions described in this listing.

SUPPLEMENTAL INFORMATION

PREFERENCES

- Work experience is preferred.

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Work is performed primarily indoors on a flat, even surface which may be carpet, tile, or concrete. Aspects of the position may require work in the outdoor environment.
- Indoor duties are performed in a temperature-controlled environment.
- Outdoor work will expose employee to natural weather conditions.
- Employee is required to use stepladders; climb and descend stairs and work on stairways.
- Work surface may be either wet or dry.
- Employee works primarily alone following written instructions but may periodically work as part of a team.
- Employee is exposed to intermittent noise and vibration factors, chemicals, fumes, industrial cleaning agents, power cleaning equipment operated on wet or slick surfaces, as well as risks associated with climbing ladders and stairs.
- Shift work may be required.

EQUIPMENT, TOOLS, AND MATERIALS

- Primary equipment utilized includes buffer machine, stripper machine, vacuum cleaner, duster, mop, bucket, wringer, dust mop, push broom, hand broom, dustpan, ladder, dolly, and cleaning supply cart.

- Worker uses cleaning solvents, industrial cleaning agents, water, soaps, deodorizer, and plastic and paper products.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.