FACILITIES CUSTODIAN II
JOB #FCC951
$2,535–$3,071 per Month
(The District pays employee's portion of PERS retirement contribution)

DATE POSTED: July 19, 2007
CLOSING DATE: August 14, 2007
POSITION LOCATION: Fullerton College - Physical Plant/Facilities
SCHEDULED SHIFT: 6:00 a.m. to 2:30 p.m., Monday through Friday
(STARTING DATE: As soon as possible

QUALIFICATIONS:
Knowledge of: Proper methods, materials, tools and equipment used in custodial work; requirements of maintaining
school buildings in a safe, clean and orderly condition; appropriate safety precautions and procedures; modern cleaning
methods including basic methods of cleaning and preserving floors, blackboards, carpets, furniture, walls and fixtures;
proper methods of storing equipment, materials and supplies.

Ability to: Operate a variety of vehicles and equipment used in custodial work; use cleaning materials, equipment and
methods according to pre-determined standards; learn and apply knowledge of the schedules, procedures and use of
equipment and supplies used in custodial work; perform minor repairs to tools, equipment and facilities; maintain tools
and equipment assigned in clean working order and provide proper security; plan, organize and prioritize work; meet
schedules and time lines; understand and follow oral and written directions; establish and maintain effective working
relationships with others.

Education and Experience: Minimum of two (2) years of custodial experience.

OVER
FACILITIES CUSTODIAN II - Continued

WORKING RELATIONSHIPS:
The Facilities Custodian II completes assigned tasks under the direction of a supervisor.

WORKING CONDITIONS:
Indoor and outdoor environment; subject to frequent lifting (up to 50 lbs. unassisted), carrying, pushing and pulling; fumes from cleaning chemicals; exposure to cleaning agents or hazardous chemicals; subject to exposure to biological conditions which may be unhealthful or hazardous.

OTHER FUNCTIONS:
In addition to the essential functions, may train and direct the work of Facilities Custodian I.

SPECIAL REQUIREMENTS:
A valid California Drivers’ License

APPLICATION PROCEDURE:

- **DISTRICT CLASSIFIED APPLICATION REQUIRED** *(All sections must be completed)*

Applications may be downloaded at [www.nocccd.edu](http://www.nocccd.edu), or requested from the Human Resources office by e-mailing hr@nocccd.edu or calling (714) 808-4810. Reference Job #FCC951, Facilities Custodian II, in all correspondence. You may include cover letters, resumes, letters of reference, etc., as attachments to your completed application. The District will not return or make photocopies of application materials. It is the applicant's responsibility to make photocopies for personal records and ensure that the application packet is complete when submitted. **Applicants must submit a new application packet for each position.** Application packets previously submitted will not be pulled for resubmission.

**THE DISTRICT DOES NOT ACCEPT APPLICATIONS OR ATTACHMENTS BY E-MAIL OR FAX.**

Mail or deliver your application packet in person to:

North Orange County Community College District  
Human Resources, 9th Floor  
1830 West Romneya Drive  
Anaheim, CA 92801-1819

**APPLICATION DEADLINE:**
Completed applications must be received in the Human Resources office on or before **August 14, 2007, 5:00 p.m.** (Postmarks will **not** be honored.) Application materials received after the deadline date will not be considered.

The Hiring Committee will review the applications and select a limited number of candidates for an interview. This process may take several weeks after the closing deadline. At the time of the interview, a written exercise related to the position may be required. Subsequent to the interviews, the Hiring Committee will determine those candidates for final consideration. A second interview may be required of candidates selected as finalists. Possession of the minimum qualifications does not ensure an interview. Reasonable accommodations for applicants with disabilities may be requested by calling (714) 808-4821 at least three (3) business days in advance of the scheduled examination/interview date.

**Initial salary placement will be determined by the Office of Human Resources in accordance with Board Policy and is not negotiable.** All employees driving personal, leased, or district owned vehicles for District related activities must certify possession of a valid California Drivers License. Employees must certify that personal vehicles are covered by automobile insurance as required by California law. (Board Policy 6010, Section 4.0) The applicant selected for the position will be required to provide identification and employment eligibility as outlined in the Immigration Reform and Control Act.

**THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.**