



## SYSTEM GENERAL CUSTODIAN, eBART

JC: 000157  
PG: 651  
FLSA: Non-Exempt

BU: 01 (SEIU)  
Created: February 2017

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

### **DEFINITION**

Under general supervision of eBART management, performs a variety of industrial custodial duties needed to maintain eBART stations, parking lots, shops, offices and trains in a clean and orderly condition. Performs other duties as assigned.

### **CLASS CHARACTERISTICS**

This journey level classification is fully responsible for performing janitorial duties for stations, shops, offices and trains.

### **REPORTS TO**

This classification reports to Assistant Superintendent Operations, eBART and/or his/her designee.

**EXAMPLE OF DUTIES:** *Duties may include, but are not limited to, the following:*

1. Receives daily work assignment from appropriate supervisor, assembles necessary cleaning equipment, materials, supplies, cleaning solutions and required protective gear.
2. Maintains eBART stations in a clean and orderly condition by performing duties such as; sweeping, scrubbing, waxing and cleaning floors; in addition, cleaning and polishing elevators, escalators, stairways, ticket machines, fare-gates, handrails and fixtures. Empties trash containers, clears debris, sweeps walkways, curbs and gutters.
3. Operates heavy cleaning machinery such as pressure washer, floor scrubber/polisher, forklift, parking lot sweeper as required.
4. Cleans eBART office and employee areas including vacuuming and shampooing, floors, carpets and upholstery, dusting, wiping and cleaning furniture, cabinets, appliances, walls, doors and windows.
5. Sweeps, mops, cleans and disinfects facilities restrooms, locker rooms and shower areas.
6. Responsible for cleaning eBART maintenance shop work areas and offices, including service pits, truck loading docks, floors, walls, doors and windows. Removes trash, scrap and recyclables.
7. Maintains eBART landscapes, parking and open areas.

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8. Responds to urgent cleanup in parking lots, stations, shops, offices and trains as required.
9. Documents work performed; notifies supervisor of any unsafe condition or required maintenance.
10. Maintains accurate basic logs and records of work performed.
11. Performs other duties as assigned.

*This classification will be engaged in other duties as assigned without regard to limitations of job descriptions in order to maximize the efficient delivery of eBART services.*

### **QUALIFICATIONS**

#### **Knowledge of:**

Industrial janitorial procedures, methods, supplies, tools and equipment.

Safe working practices and techniques.

Methods and techniques of dealing effectively with varied groups and individuals under both routine and emergency circumstances.

#### **Skill in:**

Using hand tools and power equipment to vacuum, scrub, strip, wax, buff, shampoo, and otherwise clean varied surfaces and fixtures; using detergents and cleaning solutions correctly and safely.

Following oral and written directions.

Working independently without immediate supervision; working cooperatively with others.

Responding appropriately to customer questions.

Must be able to work independently with little supervision, work cooperatively with others, follow oral and written directions effectively.

Must demonstrate clear, effective oral, written and verbal communication skills in English. Must be fluent in English.

Must be able to respond appropriately to co-workers, passengers; maintain accurate logs and records of work performed.

#### **Other Requirements:**

Must follow all general railway safety rules and procedures in the performance of duties, in, on and around an active railroad environment including stations, shops, layover tracks, bus bays and parking lots.

Possess and maintain a valid California Driver's License and have a satisfactory driving record.

Must be willing to work off-hours shifts, holidays and weekends as part of work week.

Ability to work off-hour shifts, holidays and weekends beyond your regular scheduled hours.

Must have physical capability to perform strenuous physical labor, including sufficient strength to lift trash containers and equipment weighing up to fifty (50) pounds.

Requires maintaining physical condition necessary for bending, crouching, crawling, balancing and climbing.

### **MINIMUM QUALIFICATIONS**

#### **Education:**

Possess a high school diploma, GED or recognized equivalent.

**Experience:**

One (1) year experience which will have provided a familiarity in industrial custodial, janitorial procedures, equipment and materials is preferred.

**WORKING CONDITIONS**

**Environmental Conditions:**

The physical demands and work environment are characteristic of a train, station and yard environment. Some work is performed outdoors, and is subject to inclement weather. Subject to external road noise as well as noise within the train yard.

**Physical Conditions:**

Requires regular standing, walking, climbing and reaching overhead.

**BART EEO-1 Job Group:** 4220 – Janitors and Building Cleaners

**Safety Sensitive:** No