

Jurisdictional Class: Labor  
Adopted: September 25, 2006  
Revised: May 3, 2010

**CLEANER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine and repetitive manual work requiring efficient performance of simple cleaning tasks under general supervision. The work of employees in this class involves only the thorough execution of tasks which follow a well-established routine. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Dusts chairs, tables, desks, woodwork, and other furniture;  
Washes windows, walls, woodwork, blackboards, bathrooms, tubs, sinks, and toilets;  
Sweeps, mops, vacuums, waxes, buffs, and washes floors and stairs;  
Gathers and disposes of refuse;  
Cleans and polishes furniture and brass;  
Arranges chairs, tables and other equipment for special use of the building;  
May involve the part-time operation of a truck or automobile;  
May be responsible for locking windows and doors of buildings and shutting off all lights.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Some knowledge of cleaning methods, materials, and equipment;  
Ability to understand and follow simple oral and written directions;  
Ability to get along well with others;  
Ability to read and write.

**MINIMUM QUALIFICATIONS:** None.