

DEPARTMENT: SCHOOL SERVICE
CLASSIFICATION: LABOR – NYSCSC APPROVED 06/17/2010
APPROVED: OCTOBER 6, 2008

SCHOOL MONITOR - CLEANER

DISTINGUISHING FEATURES OF THE CLASS: The incumbent is responsible for monitoring the activities of students during their recreation periods, lunch periods, between classes, in locker rooms, and on premises before and after school. Responsibilities also include cleaning tasks in the cafeteria and other assigned areas of the school building. Work is of a routine nature and is performed under the direct supervision of the building administrator or designee who checks work for conformance with instructions. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Assists in supervising students during recreation and lunch periods;
2. Monitors student behavior and maintains order in the cafeteria and other assigned areas;
3. Oversees students passing between classes and in locker rooms and on premises before and after school;
4. Reports any problems to a school official such as the principal;
5. May assist children with carrying lunch trays, opening milk/drink containers;
6. Cleans and washes lunchroom tables and seats between and after lunch periods;
7. Sweeps, mops and cleans cafeteria floors using a broom, mop or light weight vacuum cleaner;
8. Collects papers and garbage, collects trays, and empties garbage containers;
9. Cleans any messes that may occur during lunch periods.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of building cleaning methods, procedures, supplies and equipment; working knowledge of basic first aid methods; ability to follow simple oral and written directions; ability to get along well with children and command their respect; familiarity with lunchroom routines; good general intelligence; neat personal appearance; good powers of observation; tact; courtesy; good judgment; physical strength and stamina; willingness to perform routine cleaning tasks; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None