

**Hernando County School Board  
Florida**

FLSA: Non-Exempt, Union

<b>ENVIRONMENTAL SERVICES TECHNICIAN I</b>
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**Required Qualifications:**

- Ability to work and communicate effectively with other employees and the public
- Knowledge of environmental services operations, procedures and building and grounds maintenance
- Ability to follow oral and written instructions
- Knowledge of sanitation and safety standards as applicable to a school

**Desired Qualifications:**

- High school diploma or General Education Diploma (GED)
- Possess a valid Florida driver's license

**Performance Responsibilities:**

- Restrooms: Clean and disinfect walls, toilets, sinks, countertops, light switches, stalls, urinals, door handles and floors daily; fill paper products and hand soap as needed
- Outside of Buildings: (daylight hours only) Pick up trash; make sure all doors and windows are locked daily; sweep sidewalks and clean outside windows and knock down cobwebs as needed
- Staff Lounges: Clean tables, counters and floors daily; empty refrigerator as directed
- Classrooms and Offices: Disinfect contact areas including desks. Horizontal dusting (tops of clocks, screens, sills, etc.); clean doors, marker boards and trays, windows, pencil sharpeners, spot clean walls and counter tops daily; empty wastebaskets and trash daily; vacuum and spot clean carpets daily; mop and/or dust resilient floors daily; clean blinds as needed; clean air conditioning vents as needed; change light bulbs as needed
- Halls, Cafeteria and PE: Clean carpet, floors, walls, sanitize drinking fountain, clean walk off and mats daily; clean entrance glass as needed
- Storage and Equipment Rooms: Maintain in a clean, organized and efficient manner. Keep chemicals stored properly. Empty mop bucket. Clean floors, walls, shelves and sinks as needed
- Equipment: Empty vacuum cleaner/change bag and clean brushes as needed; maintain mops, buckets and all equipment daily; check supplies daily
- Install bulletin boards, marker boards, pencil sharpeners, ceiling tiles, school furniture and equipment
- Maintain carpets
- Resurface floors
- Repair furniture and equipment
- Assist with deliveries and unload trucks
- Make administrator aware of any problems
- Assume responsibilities for having site open and/or closed if needed

- Make minor maintenance repairs including painting of surfaces
- Attend training classes and workshops
- Must complete the first available forty (40) hour environmental service training/certification class after hire date
- Perform other duties as assigned by site administrator and/or designee

**Physical Demands:**

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

**Reports to:**

Reports directly to the site administrator and/or designee

**Evaluation:**

Annual evaluation done by the site administrator and/or administrative designee

**Terms of Employment:**

10-, 11-, or 12-month employment

**Salary:**

Salary based upon approved salary schedule - Noninstructional Level B

**Job Code:**

79026

Board Approved: 08/18/98

Revised: 01/20/09, 03/03/09, 05/17/11, 08/16/16, 02/26/19, 10/10/23, 11/14/23