

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
STRATEGIC HIRE REQUEST**

4/26/2022

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Custodial Supervisor</p> <p>Position #: SU-00029</p> <p>FTE: 1.0</p> <p>Level: S-S</p> <p>Department: Facilities, Maintenance & Operations</p>	<p>1. Key responsibilities of position:</p> <ul style="list-style-type: none"> ○ Perform a variety of responsible duties in the supervision of custodial services and may supervise day or larger night custodial crews. ○ Organize, coordinate and oversee custodial operations and activities to assure that assigned duties are performed in a timely and efficient manner. ○ Train, supervise and evaluate the performance of assigned staff; assign and review work and participate in the selection of new personnel as assigned; assure proper use of cleaning equipment and materials. ○ Develop and prepare work schedules; coordinate duties and assignments to assure effective operations. ○ Supervise and participate in the cleaning and care of rooms, restrooms, halls, floors, carpets, furniture, facilities and equipment including sweeping, mopping, scrubbing, polishing, dusting, waxing and disinfecting. <p>2. Current status of position:</p> <ul style="list-style-type: none"> ○ Filling a replacement position included in the budget <p>3. Strategic Staffing Rationale: Please address at least one of the following items:</p> <ul style="list-style-type: none"> ○ Legal mandates ○ Accreditation requirements ○ Health and safety priorities ○ Critical threshold of instruction or support services ○ Essential supervision <p>4. Budget Impact – Please specify the following:</p> <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes ○ Funding Source? Unrestricted ○ Smartkey and Salary Object: 1327602 / 2120 ○ Annual Salary at Step B: \$62,870