

**Custodial Leader (Reg FT)**  
**Community College of Allegheny County**

Direct Link: <https://www.AcademicKeys.com/r?job=260307>

Downloaded On: Jul. 29, 2025 8:00am

Posted Jul. 28, 2025, set to expire Nov. 19, 2025

**Job Title** Custodial Leader (Reg FT)  
**Department** NA  
**Institution** Community College of Allegheny County  
Pittsburgh, Pennsylvania

**Date Posted** Jul. 28, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Other Administrative Categories

**Academic Field(s)** Administration - Counseling Services

**Apply Online Here** <https://apptrkr.com/6402231>

**Apply By Email**

**Job Description**

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**Custodial Leader (Reg FT)**

**Position Title:** Custodial Leader (Reg FT)

**Department:** Housekeeping

**Campus:** South Campus

**Additional Information:** This position works to support the physical plant services college-wide to ensure that the campuses and centers across the college under the responsibility of the Housekeeping Supervisor have the support needed to maintain the campuses and centers to advance the mission of

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the college.

**Performance Evaluation:** The successful applicant for this position will be required to successfully complete a post-offer, pre-employment medical examination and performance evaluation.

**Benefits:**

At CCAC, we take pride in offering an exceptional benefits package designed to support our employees' personal and professional well-being:

- **Comprehensive Health Coverage:** Access to an excellent health plan with a very low out-of-pocket expense network option.
- **Generous Time Off:** Enjoy a range of time-off benefits that are tailored to your position, along with a **four-day workweek in the summer** for an ideal work-life balance. These benefits vary and may include vacation, personal, sick, and holiday pay, as well as options like collegial coverage for faculty.
- **Retirement Planning:** Options include a **403(b) retirement plan with up to 10% employer match** or a **state-defined benefit pension**.
- **Financial Peace of Mind:** Employer-paid benefits include **group life insurance, short/long-term disability**, and access to **flexible spending accounts (FSAs)**.
- **Wellness Support:** Our **Employee Assistance Program (EAP)** is available for confidential support, with resources to address personal and professional challenges.
- **Educational Support:** Take advantage of **tuition waivers, tuition reimbursement, Public Service Loan Forgiveness (PSLF)** eligibility, and a variety of **professional development opportunities** to grow your career.
- **Exclusive Employee Perks & Rewards:** Save on theme parks, sporting events, electronics, and more!
- **Additional Advantages:** Free employee parking to make your commute easier.

**Remote Work Option:** Fully In-Person (May be subject to change)

**Work hours:** Monday-Friday, 1:30PM-10:00PM; Additional hours, including evening and weekend hours, may be needed to meet the needs of the department.

**Salary Grade:** SEIU B - \$16.94

**Job Category:**

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Office Support Staff/Maintenance/Housekeeping

**Employment Type:** Regular Full-Time

**Job Slot:** 645

**Job Open Date:** 7/17/2025

**Job Close Date:** 7/31/2025

**General Summary:** Coordinates the work of a group of custodians and participates in performing general housekeeping, janitorial, grounds keeping, and maintenance duties.

**Job Specifications:**

**Education and Experience:** High school diploma or GED and at least one year of directly related custodial experience required.

**Certifications/Licensures:** A valid driver's license is required.

**Skill Requirements:** Acts in a lead capacity to train employees, reviews and coordinates their work. Must be able to operate vacuums, rug shampoo machines, lawn mowers, snowplows and related cleaning and gardening equipment. Must be able to make minor repairs, perform routine preventative maintenance, clean equipment and replenish supplies. Ability to travel to perform work duties at any campus or center location within the CCAC system. Ability to operate basic office equipment, including computer and appropriate software packages, requires proficiency in College supportive software. Required to have regular and timely attendance.

**Physical Requirements, If Applicable:** Must be able to climb using various apparatus. Involves daily exposure to dirt and grease in both indoor and outdoor settings. Must be able to lift, carry and move heavy materials for extended periods. Performs duties of a physical nature that include: sitting, standing, walking, bending, twisting, squatting, reaching, and climbing stairs and ladders/step stools. Typically, lifts/pushes/pulls/carries items that weigh up to 50 lbs. (occasionally heavier) and may require up to 50 lbs. of push/pull force to varying distances. The ability to work inclement weather, extreme hot and cold weather.

**Job Duties:**

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1. Provide quality customer service to both internal and external customers.
2. Performs a variety of duties in the following areas:  
**Housekeeping/janitorial:** Sweeps, mops, vacuums, scrubs and waxes floors; machine shampoos carpeting; cleans walls, vents, screens, furniture, drinking fountains and other interior fixtures; washes windows, trash cans and glass doors; cleans restrooms and replenishes supplies.  
**Grounds keeping:** Cuts grass, plants, shrubbery, weeds gardens, removes snow and spreads salt as necessary; assists in painting outside surfaces, laying concrete and constructing fences and other fixtures.  
**General Maintenance:** Uses various hand tools to perform minor repairs such as replacing belts and brushes on vacuums; hanging bulletin boards, pencil sharpeners and other items; cleaning basins and yard drains. Assists in raising partitions; breaking up concrete, applying primer and removing paint from surfaces.
3. Sets up and moves furniture, equipment and supplies; empties waste baskets and removes trash; cleans and washes light fixtures and replaces light bulbs.
4. Drives campus vehicles to pick up and deliver supplies and materials; assists in loading and unloading vehicles and moving heavy boxes and supplies.
5. Coordinates the work of a group of custodians; provides advice or assistance to custodians regarding work methods and procedures.
6. Assists in maintaining and distributing cleaning supplies and equipment.
7. Assists in interviewing applicants for custodial position openings.
8. Perform all duties in accordance with applicable laws, collective bargaining agreements, board policies and administrative regulations and directives.
9. Performs other related duties as required or assigned.

**Clearances:** Current criminal record/child abuse clearances will be required if offered the position and in order to be employed at the College. The three clearances are Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal Records Check, and Federal Bureau of Investigations (FBI) Criminal Background Check. The College has provided instructions on how to obtain these clearances and are available [here](#).

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**To view the full job posting and apply for this position, go to:**  
**<https://ccac.csod.com/ats/careersite/JobDetails.aspx?id=1778>**

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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Community College of Allegheny County

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