

SEASONAL GROUNDS AND CUSTODIAL WORKER

Job Description

Position Summary

Under the direction of the Superintendent and Assistant Superintendent, the Seasonal Grounds and Custodial Worker maintains the facilities and assists with related operational duties of the Kern Mosquito and Vector Control District (District).

The incumbent exercises sound judgment in cleaning, organizing, and completing assignments independently. The primary responsibilities of this position are to clean and sanitize the facility, maintain the grounds, restock supplies, and assist with mosquito control operations.

This position requires the regular operation of District-owned fleet vehicles to travel throughout the District's service area.

This is a temporary, seasonal, non-exempt position.

Essential Duties and Responsibilities

Duties may include, but are not limited to:

- Clean and sanitize restrooms, including toilets, sinks, mirrors, fixtures, and floors.
- Sweep, mop, and vacuum floors in offices, hallways, and common areas.
- Empty trash and recycling containers and dispose of waste properly.
- Dust and wipe desks, counters, furniture, windowsills, and other surfaces.
- Replenish restroom and janitorial supplies such as soap, paper towels, and toilet paper.
- Maintain the cleanliness of entrances, walkways, break rooms, and meeting areas.
- Report maintenance or safety issues to supervisor (leaks, damage, hazards).
- Perform light maintenance tasks as assigned (changing light bulbs, changing sprinkler heads, etc.)
- Follow safe work practices and proper use of cleaning chemicals and equipment.
- Pick up litter and debris from parking lots, sidewalks, and outdoor areas.
- Basic landscaping tasks such as watering plants, pulling weeds, trimming shrubs, and raking leaves.
- Upkeep of outdoor common areas, patios, and storage areas.
- Maintain compliance with workplace safety standards and District policies.
- Use personal protective equipment (PPE) as required.
- Operate District fleet vehicles safely and in compliance with California Vehicle Code and District policies.
- Travel throughout an assigned area within the District's service area to conduct mosquito inspections and control activities.

- Survey assigned areas to identify mosquito breeding sources and implement appropriate corrective measures.
- Apply pesticides and herbicides in accordance with product labeling, California Department of Pesticide Regulation (DPR), County Agricultural Commissioner regulations, and District policies.
- Identify mosquito species and larval development stages and select appropriate control measures.
- Inspect and re-inspect treated areas to evaluate the effectiveness of control efforts.
- Maintain accurate field records of inspections, pesticide applications, mileage logs, and operational activities, both in hand-written and electronic format, as required by County Agricultural Commissioner regulations and District policy.
- Attend required safety meetings and training sessions.
- Perform related duties as assigned to support facility operations and mosquito operations.

Knowledge, Skills, and Abilities

- Knowledge of safe vehicle operation and defensive driving practices.
- Ability to operate custodial and grounds equipment such as vacuums, floor buffers, cleaning tools, lawn mowers, blowers, and basic landscaping tools.
- Maintain equipment in clean and safe working condition.
- Knowledge of vector control equipment, pesticide use, handling, and regulatory compliance.
- Ability to interpret pesticide labels and Safety Data Sheets (SDS).
- Ability to read and navigate maps, including section, township, and range maps in rural areas.
- Knowledge of mosquito biology, ecology, and habitat identification.
- Ability to work independently in outdoor field environments.
- Ability to maintain accurate and legally compliant records.

Minimum Qualifications

- High school diploma or equivalent.
- Ability to read, write, and communicate effectively in English.
- Ability to perform basic arithmetic.
- Ability and willingness to perform strenuous outdoor physical labor.
- Ability to work independently without direct supervision.
- Must be able and willing to operate District fleet vehicles as an essential function of the position.
- Possession of a valid California Class “C” Driver’s License at the time of appointment.
- Must have and maintain an acceptable driving record that meets the standards of the District and its insurance carrier.
- A DMV driving record (printout) is required upon conditional offer of employment and may be periodically reviewed during employment.

- Successful completion of a pre-employment physical examination and drug screening.

Physical Requirements

The position requires prolonged standing, walking over uneven terrain, lifting and carrying equipment and materials up to 50 pounds regularly and up to 100 pounds occasionally with assistance, bending, kneeling, climbing, and operating motorized equipment and District vehicles.

Incumbent must have:

- Full mobility and use of both arms;
- The ability for full extension above the head to lift or remove equipment during normal daily activity;
- Full range of motion, specifically to climb ladders, walk to inspection/treatment areas, etc., that may include use of hands, arms, feet, and legs;
- The ability and range of flexibility to reach over their heads, below their knees, and to bend over or squat down; and
- Possess the ability to move quickly within field work areas known to be infested with hazardous vectors, plants, or animals.

Environmental Conditions

Work is performed primarily outdoors and may involve exposure to:

- Extreme heat and weather conditions
- Pesticides and chemical agents
- Loud mechanical equipment
- Rough terrain
- Animals, insects, and poisonous plants
- Communicable diseases

The District provides required personal protective equipment (PPE). Employees must comply with all Cal/OSHA regulations, California Vehicle Code requirements, pesticide safety laws, and District safety policies.

Employment Provisions (Public Agency Requirements)

- At-will employment: Employment is at-will and may be terminated at any time by either the employee or the District, with or without cause.
- Workers' Compensation: Employees are covered under the District's workers' compensation insurance program as required by California law.
- Disaster Service Worker: Pursuant to California Government Code §3100, all public employees are deemed Disaster Service Workers and may be required to serve in the event of an emergency.

- Political Activity: Employees are subject to applicable provisions of the California Government Code regarding political activities of public employees.
- Equal Employment Opportunity: The District is an Equal Employment Opportunity Employer and complies with all applicable federal and California laws, including the Fair Employment and Housing Act (FEHA) and the Americans with Disabilities Act (ADA). Reasonable accommodations will be provided to qualified individuals in accordance with the law.
- Public Records: Applications and employment records may be subject to disclosure under the California Public Records Act (Gov. Code §7920 et seq.), except as otherwise protected by law.

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