



Custodian

Part-time, 23 hours/week @ \$15/hr

General Description:

The Custodian is responsible for ensuring the First Christian Church facility is clean, well-maintained, and always prepared to receive guest and members for weekend services and mid-week events.

Essential Job Functions:

- Consistent and general cleaning of the FCC facilities.
 - Clean rooms, hallways, restrooms, offices, and stairways.
 - Vacuum, sweep, remove debris, and mop floors through the facility.
 - Regularly check the trash receptacles, emptying as needed, in all areas.
 - Clean windows and mirrored surfaces.
 - Dust fixtures and furniture.
 - Wash walls, woodwork, doors, and sills.
 - Replenish hand-soap, paper towels, toilet paper, etc., as needed.
- Building arrangement.
- Provide needed supplies list for cleaning.
- Securing and closing the building at the end of the evening.
- Be available to offer assistance to those who are scheduled to use the facility.
- Perform other duties as assigned.

Work Schedule

- (Up for discussion)
- Monday, Tuesday, Thursday - 5 hours / day
- Saturdays - 10:00am to 6:30pm (1/2 hr meal break)

Education and Experience:

Previous custodial or professional cleaning experience is preferred but not required.

Possession of a high school degree (or GED equivalent) is required. The successful individual will be a self-starter and give careful attention to details.

Position Structure and Level

This position will directly report to the Facilities Director.