

St. Michael Parish

Custodial Job Description

Description: To provide students, staff, parishioners, and visitors with a safe, clean attractive, and comfortable environment.

Requirements: Fulfill Assigned Responsibilities in a timely manner. Exhibit ability to uphold confidentiality. Focused, organized, thorough and ability to be flexible a must. Lift a minimum of 30lbs, occasionally heavier. Sit, walk, lift, push, pull, bend, climb and crawl. Work on ladders, scaffold, and elevated surfaces.

Reports to: Head of Facilities (Maintenance)

Interested Parties: Fill out application from church office or school. A resume may be submitted with application.

Deadline to Apply: Position open until filled.

Hours of Employment: 3:00pm-10:00pm Monday - Friday during school year and 8am-4:30pm in summer.

Terms of Employment: Full time. (32 hours or more a week is classified as full time)

Standard of Performance: This position will be evaluated annually on the following criteria:

- a. Appearance and Quality of cleanliness in all facilities.
- b. Records of daily duties submissions.
- c. Punctuality and demeanor.
- d. Professionalism