

## **Life Changers International Church Job Description**

Job Title: **Custodian**

FLSA Status: Nonexempt

Dept: Facilities

Date: 2018

Reports to: Manager of Facilities

### **Job Summary**

Position is responsible for general cleaning and maintenance duties, including, but not limited to: vacuuming, mopping, trash removal, operating cleaning equipment, room set up and tear down, snow removal, washing surfaces, and overseeing volunteers.

### **Essential Job Duties**

1. Be responsible for vacuuming and mopping floors
2. Empty waste baskets throughout building, empty all trash into dumpsters
3. Scrub and buff floors with equipment provided on a weekly basis
4. Set up rooms with tables and chairs on a daily basis
5. Wash doors, windows and other surfaces
6. Responsible for snow removal of church parking lot and sidewalks
7. Handle heavy lifting of furniture, equipment and other items as required
8. Manage/supervise and train volunteers and Community Service persons assisting with cleaning and set-ups
9. Be responsible for locking facilities and setting alarms depending on your shift assigned
10. Other duties as assigned

### **Required Education, Knowledge, Skills And Abilities**

- Must have a saving knowledge of Jesus Christ and have answered his call to commitment of service. Must demonstrate full understanding and wholehearted agreement with Life Changers International Church Statement of Purpose, Vision and Culture. Attend services on Wednesdays and Sundays.
- Requires commitment to operate as a team, respecting the individual demands on others but never placing individual responsibilities above the goal of the team or the success of the church.
- Physical ability to stand or walk for up to nine hours
- Physical strength and ability to lift items weighing up to 50 pounds or greater
- Possess good communication skills
- Ability to work independently with self-motivation and self-discipline

- Ability to repair and maintain items throughout the church
- Be able to work with cleaning chemicals such as bleach, ammonia, disinfectants, sanitizers
- Have a valid driver's license if asked to operate vehicles
- Ability to operate a bobcat, pick-up truck for snow-plowing and other maintenance machinery (ie. floor cleaner, lift, carpet cleaner, etc.)
- Flexibility in hours required to work during winter for snow removal, or other hours as directed
- Trustworthiness and responsible with facilities and security issues
- Handyman experience preferred

*By signing, I acknowledge receiving and understanding this description and agree to perform the duties to the best of my ability.*

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Signature

Print Name

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Date