

# FAITH ACADEMY BELLVILLE

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## **Position: Shift Custodian/Janitor**

We are looking for a candidate that would be responsible for maintaining, cleaning, and disinfecting all areas of a facility.

- Perform basic cleaning, sanitation, and minor maintenance of an assigned building and associated grounds.
- Sweeping, mopping, vacuuming, dusting, polishing, trash removal, etc.
- Shift would be designated as evening or daytime custodial.
- Description includes securing facilities at all times to ensure a safe school and working environment.
- Provide high level customer service for daily school clean up.

## **Skills / Responsibilities**

- Attention to detail in all custodial duties such as cleaning, sweeping, mopping, vacuuming, dusting, polishing and trash removal of classrooms, offices, cafeterias, computer labs, break rooms, bathrooms, locker rooms, hallways, entryways, gymnasiums, weight rooms and other areas of a facility excluding exterior grounds.
- Respond to requests, last minute needs, unscheduled events, changes, etc. regarding building use.
- Monitor and inspect building facilities for safety and cleanliness.
- Maintain and make minor repairs to the facility and troubleshoot and report areas requiring maintenance to the supervisor.
- Notify the building supervisor of hazardous or harmful situations.
- Secure facility by locking doors, windows, and setting alarms.
- Monitor building security throughout the shift.
- Report supply and equipment needs to Operations Manager.
- Perform daily preventative maintenance of site custodial equipment.
- Ensure proper use, identification, mixture and application of chemicals.
- Comply with energy conservation procedures.
- Attend work and arrive in a timely manner.
- Perform special cleaning during summer and break times.

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*I have been crucified with Christ and I no longer live, but Christ lives in me. The life I now live in the body, I live by faith in the Son of God, who loved me and gave himself for me.*

*-Galatians 2:20*