

Custodian

Fishers United Methodist Church

Reports to: Facilities Coordinator

Staff reporting directly to this position: none

Type of position: Part-time, hourly and non-exempt

General summary of job: Maintain high standards of cleanliness for the entire Fishers United Methodist Church Complex.

Essential duties and responsibilities

- Support the ministries of Fishers United Methodist Church by maintaining a campus that is clean and sanitary.
- Partner with the Facilities Coordinator to execute a cleaning strategy that provides a welcoming and professional environment for guests, church members, and staff. Follow the cleaning plan approved by the Church Administrator.
- Be detail oriented and thorough and be able to complete tasks independently. Keep the health of guests, members, and staff as a top priority.
- Support the Preschool Director and Assistant Director by responding to student and staff needs during the school day. Follow all safety protocols associated with the safe operation of the preschool.
- Maintain oversight of cleaning supplies and equipment to insure these items are always in stock and ready for use by completing provided order forms.
- Display a positive attitude. Be flexible and adaptable to handle cleaning and maintenance issues that arise unexpectedly. Be attentive to the needs of others.
- In partnership with the Church Administrator and Facilities Coordinator support room set ups and tear downs.
- Set a great example by following all safety rules and regulations. Report any observations of unsafe conditions or practices or damage to equipment or the facility.

Qualifications

- Spiritual aspects
 - Authentic relationship with Jesus Christ as Savior and Lord
 - Supports the ministry objectives of Fishers United Methodist Church
- Education and/or experience (one or more of the following preferred)
 - High school diploma
 - Related work experience
- Knowledge and skills
 - Detail oriented with excellent follow-up
 - Self-motivated and organized
 - Team-oriented
 - Dependable and punctual

- Friendly, out-going personality
- Licenses, registrations and certificates
 - Valid driver's license
- Physical requirements
 - Must be physically able to stand, walk, bend, kneel, push, pull and lift cleaning supplies and equipment.
 - Must be able to perform repetitive cleaning tasks and safely work around cleaning chemicals and wet surfaces.
 - Must be able to lift up to 50 pounds.
 - Be able to work outdoors as required for campus cleanliness and safety.