

Custodian – Hand in Hand

REPORTS TO: Program Director at Hand in Hand and Head Custodian

FLSA STATUS: Non-exempt

JOB SUMMARY

This janitorial position is an evening shift, and individuals could work up to 40 hours a week. This position will be responsible for performing a variety of manual work, primarily consisting of sanitation related tasks and overall upkeep of the facility.

QUALIFICATIONS

- Minimum of one year of successful custodian or janitorial experience preferred.
- Experience working successfully as an individual and collaboratively.
- Must pass a background check.
- Must be able to lift and carry up to 50 pounds.

RESPONSIBILITIES

- Perform normal and customary cleaning tasks in classrooms, play areas, offices, and more.
- Sanitize high contact surfaces.
- Replace burned out light bulbs.
- Handle Trash and recycling on a daily basis.
- Ensure entryways are clear and free of snow, ice, debris.
- Maintain inventory of supplies and equipment.

KNOWLEDGE/SKILLS/ABILITIES

- Aptitude for accepting job responsibilities, maintaining safety standards, and performing work without direct supervision.
- Readiness to accept job changes as needed and accept supervisor's suggestions.
- Ability to clean using current and proper sanitary chemistry while staying compliant with Material Safety Data Sheets.
- Ability to model integrity through self-awareness, personal accountability, ethical behavior, quality standards, and sustainable practices.
- Ability to value diversity and positively contribute to the workplace culture by ensuring a clean and safe work environment for all associates.