

Central Christian School

Evening Custodian

Job Description

2023-2024

Summary: The evening custodian ensures a safe and clean environment that supports the mission of Central Christian.

Supervision

The evening custodian reports directly to the Operations Director in conjunction with the Maintenance Manager.

Position Description

The evening custodian works from mid-afternoon until evening five days a week. Weekend hours will be requested to support special events throughout the school year. Responsibilities involve cleaning classrooms, restrooms, halls, and the performing arts center along with vacuuming, restocking supplies, and emptying trash receptacles. The custodian also ensures that the building is secure and locked each evening before departing.

Expectations

- Reflect a personal faith in Jesus Christ through lifestyle, church commitments and a commitment to Christian education.
- Be professional and courteous in dealing with students, families, faculty and staff, and the general public.

Contract Information

- 12-month full-time position
- Working hours are
 - 2:30pm-10:30pm Monday - Friday (mid-August through May)
 - 7:30am-4:00pm Monday - Friday (June to mid-August)
 - Changes may be requested for special events, flexibility is required

Benefits Information

- Group Health Insurance Plan
- 403(b) Retirement Plan
- Staff Tuition benefit available

Responsibilities

- General cleaning as described in the custodial manual and checklist
- Secure the building and check each exterior door each evening before departing
- Summer floor refinishing and extensive non-routine cleaning

Qualifications

- Previous experience in cleaning or housekeeping
- Physical ability to assist in moving classroom furniture.
- Dependable and reliable in work schedule.
- Attentive to details and quality of the work.
- Personal qualities of integrity, credibility, and dedication to the mission of Central Christian School.