

Part-Time Custodian Job Description

HOURS: 20 hrs. per week

DAYS: Thursday – Saturday

TIMES: *Preferred:* Thursday (9am – 5:30pm), Friday (9am – 5:30pm), Saturday (9am – 1pm)

SUPERVISOR: Immediate (Building Superintendent) Overall (Lead Pastor)

RESPONSIBILITIES:

To provide for general satisfactory appearance of the church, giving special attention to general neatness and cleanliness. The custodian will act as a Christian person and will strive to perform the duties in a cheerful manner, and with a willingness to cooperate with all persons.

GENERAL DUTIES:

- Dust mop
- Clean hallways as needed
- Assist with stripping, waxing, and buffing halls and floors
- Assist in cleaning restrooms
- Empty all waste and garbage receptacles
- Assist in cleaning sanctuary and classrooms
- Locking up the buildings
- Set up and taking down chairs, tables, and TV's (programs, meeting concerts, etc.)
- Assist with carpet cleaning
- Work closely with Building Superintendent – especially jobs that require more than one person
- Assist with general maintenance and repairs
- Assist with outside work
- Help with other duties as assigned by Building Superintendent and Lead Pastor

TO APPLY:

Send resume or questions to Pastor Nate Marsh at jobs@firstbaptisttopeka.org or call (785) 267-0380