

Part-Time Custodian Trinity Lutheran Church



Part-time Custodial Position: 6 to 15 hours weekly (flexible schedule)

Salary: \$13 - \$16 hour depending on experience

Reports to: Facility Manager

Lifting requirements

Up to 10 lbs	Frequently	75 %
11 lbs to 25 lbs	Occasionally	25%
26 lbs to 50 lbs	Seldom	5 %
Over 50 lbs	Rare	less than 5 %

Job Responsibilities (vary depending on personnel and activities):

- Church Sanctuary
 - Dust balcony, banister, railings
 - Mop and vacuum church floors
 - Straighten pew books and pick up trash in pews
 - Dust Altar area
 - Vacuum or lint clean pew fabric (as needed)
 - Dust window ledges
 - Clean window handprints/ smears

- Sacristy and Back Church Hallway
 - Wipe down counters and clean sinks
 - Clean bathroom
 - Empty Garbage
 - Vacuum

- Classrooms
 - Wipe down tables and chairs
 - Vacuum
 - Empty trash

- Rest Rooms
 - Conference Room, Two Youth Room, Four Administrative Area, Sacristy, Two Fellowship Hall, Nursery
 - Scrub toilets, clean mirrors, clean countertops and fixtures, wipe down walls and handrails, scrub floors fill paper products

- Hallways and Steps
 - Vacuum and sweep
 - Wipe down walls and shelving
 - Wipe down phones/doorknobs
 - Dust tables and chairs

- Nursery
 - Vacuum
 - Wipe down table and shelving
 - Clean bathroom

- Community Center
 - Empty Garbage
 - Dry mop/ Vacuum
 - Wipe down table shelving
 - Make sure kitchen is presentable.

- Youth room/Lower youth room
 - Empty Garbage
 - Vacuum
 - Wipe down table and shelving

- Quilters room/Kitchen
 - Empty Garbage
 - Vacuum /Wet mop hard floor
 - Wipe down counters/tables

Other duties could be requested such as doors lock and unlock, table set up, or helping with an event.