



NORTH COLLINS

WESLEYAN CHURCH

Position Description

North Collins Wesleyan is seeking a part time custodian responsible for the weekly cleaning of all church facilities.

As a representative of the facilities team, the custodian serves to amplify our first impressions and the experience of all guests and regular attenders. The custodian never loses sight of the mission, and celebrates a well loved and well used facility, knowing it enhances the mission of the church.

This is a part time position (5-7 hours a week) with responsibilities to be fulfilled Fridays or Saturdays.

Duties and Responsibilities

1. Performs routine custodial duties of all facilities, to include dusting, sweeping, mopping, vacuuming, cleaning restrooms, cleaning windows, and restocking paper and soap supplies on Fridays and/or Saturdays.
2. Performs routine maintenance to custodial equipment and supplies.
3. Empties trash receptacles, disposes trash into bins, and bags trash for proper disposal.
4. Reports needs and concerns to appropriate staff.
5. Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
6. Manages inventory of cleaning supplies, reporting any restocking needs to office staff.
7. Participates in once monthly meeting with the lead pastor for care, growth, and development.
8. Performs miscellaneous job-related duties as assigned.

Schedule

5-7 hours per week based upon facility usage

Must be able to work Friday or Saturday to ensure facilities are ready for weekend services.

Rate of Pay

\$100 per week

Contact

To Apply, please send your resume to jordan@northcollinschurch.com