

## **New Hope CPCA Custodian Job Description**

Church custodians clean all public-facing areas of the church, including the sanctuary, vestibule, bathrooms, meeting areas, kitchen and offices.

### **Description**

A proactive, efficient church custodian who possesses an understanding of proper cleaning methods and a respect for the religious and cultural beliefs of others. The church custodian will ensure that all publicly accessible areas of the church are clean and ready for the congregation to use. The church custodian will vacuum, sweep, and mop floors, sanitize surfaces, and restock items, such as toilet paper, paper towels, hand soap, and other supplies. The custodian is also required to maintain a supply inventory

### **Church Custodian Responsibilities:**

- Maintaining clean church facilities by performing weekly duties of cleaning all public areas of the building, including bathrooms, sanctuary, kitchens, and meeting rooms.
- Observing proper chemical handling procedures when working with cleaning agents, including wearing gloves, goggles, or masks and following written or verbal instructions.
- Performing duties as restocking bathrooms
- Assisting with event preparations and clean-up.
- Taking inventory of cleaners and other supplies and submitting requests when items need to be replenished.

### **Church Custodian Requirements:**

- Custodial experience or experience in cleaning and maintaining an orderly facility.
- Understanding of cleaning techniques and safety procedures.
- Communication, comprehension, and interpersonal skills.
- Flexibility to adjust their schedule to suit the needs of the church.
- Motivation to work independently or with others to provide thorough, efficient custodial services to the church.