



Custodian Job Description

The Custodian is responsible for cleaning the Hope Church building on Sunday afternoons or Mondays following weekend services, and on Thursdays or Fridays prior to weekend services. This role is anticipated to be 12 – 15 hours per week with no weekend responsibilities.

Primary Responsibilities

- Manage cleaning operations, supplies and inventory
- Ensure good condition of facilities
- Ensure compliance with health and safety standards
- Keep track of cleaning inventory items
- Evaluate proposals from vendors when needed

Specific Responsibilities

- Clean and sanitize church facilities as needed (restrooms, floors, windows, etc.)
- Empty waste baskets and recycling containers
- Purchase and maintain an inventory of custodial supplies
- Assist with budgeting custodial supplies
- Regularly communicate with Hope staff to determine building needs
- Facility setup and takedown for weekly events depending on church activity schedule
- Other responsibilities as needed

To Learn More

Qualified candidates can submit a resume to Hope Church at admin@hopelakecountry.com.