



Bethany School Custodian Job Description

Bethany School is looking for a responsible custodian to maintain and protect our facilities. The external and internal appearance of a building reflects on the occupants and on the overall mission of Bethany School. It is important for a custodian to be careful and thorough in working, cleaning and tidying the premises over the course of the school day.

The ideal candidate will be experienced in a custodian role focused on building upkeep. He or she will have great physical endurance to cover a large space. A keen eye for detail and diligence are also imperative. The ideal candidate will also have excellent people skills and have an understanding of the importance of customer service. He or she will become an important member of the Bethany community. It is vital that the custodian like working with children and engage them in a healthy and appropriate manner. He or she will also work well and in coordination with our maintenance and grounds staff.

Responsibilities

- Ensure spaces are clean and presentable during the school day by taking out trash, tidying furniture and dusting surfaces
- Sweep, mop, and vacuum floors
- Maintain cleanliness of all restrooms during the school day.
- Report major damage and oversee repairs
- Set up and tear down for school events
- Responding to emergency clean-up situations during the course of the school day
- Secure facilities after operating hours by locking doors, and closing windows.
- Undertake occasional custodial and janitorial tasks (lifting heavy items, moving chairs etc.)
- Position reports to the Campus Facilities Manager

Requirements

- Proven experience as custodian in a similar role
- Knowledge of use and maintenance of industrial cleaning equipment and appliances
- Familiarity with basic handyman practices
- Attention to detail and conscientiousness
- Very good physical condition and strength
- High school diploma is preferred but not required

Conditions

- Hourly pay
- Hours: Monday through Friday (7:00 AM to 4:00 PM) - Hours are negotiable

Contact: Please send cover letter and resume to David Gould at gould@bethanyschool.org

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