



Custodian

Job Description

The Custodian is a part-time employee of Little Blessings CCM (Little Blessings). The primary purpose of the Custodian is maintain clean and safe facilities within the daycare and church through regular custodial services. The Custodian will directly report to the Daycare Director and the Little Blessings Board.

Mission of Little Blessings CCM

The mission, per ECHOG's by-laws (rev. November 2017), of the ministry of LB is "to provide exciting learning opportunities for the children in our care on a daily basis in a safe and nurturing Christian environment, while allowing unique individual growth."

Qualifications:

- High school diploma or equivalent
- Pass a background check and/or other state mandated checks (if working during daycare hours)
- Ability to stay organized, maintain inventory of cleaning supplies, and work independently
- Attention to detail while cleaning
- Perform cleaning duties each week
- Excellent communicator
- Flexible to accommodate around scheduled church and daycare activities, as well as state mandated cleaning procedures
- Must be able to bend, lift, and work on feet, as well as climb stairs
- Previous cleaning experience preferred

Major Responsibilities and Duties:

- Clean the church and daycare facilities according to the Monthly Cleaning Checklist:
 - Wiping and disinfecting all surfaces in the bathrooms, including railings & mirrors
 - Swapping out or adding toilet paper, paper towels, and soap to dispensers
 - Vacuuming, sweeping, and/or mopping all floors
 - Emptying trash from the hallways/offices and replacing with new bags
 - Wiping dirt off walls
 - Dusting and removing cobwebs throughout the building
 - Wiping and disinfecting tables, doors, handles, light switches, etc.
- Maintain an inventory of needed custodial supplies including cleaning supplies, paper towels, soap, cleaners, trash bags, etc.
- Track cleaning via the provided Monthly Cleaning Checklist
- Any other duties as assigned by the Daycare Director or the Little Blessings Board

Apply

Interested candidates can email resumes to littleblessings@eatonchurch.org. To learn more about our church, you can go to www.eatonchurch.org.