

United Methodist Church of the Dunes, Grand Haven, MI

## **Church Custodian**

*32-40 hours per week, non-benefitted position*

**General information:** The custodian has overall charge of cleaning, maintenance, upkeep and light repair of the church building and grounds, as well as set-up and clean-up before and after events held at the facility.

- Responsibilities include, (but are not limited to):
- Maintaining a clean and safe building and grounds
- Making repairs to the building and equipment
- Setup and cleanup for church events
- Maintain tile, linoleum and carpeted floors
- Maintain clean restrooms
- Clean, dust and vacuum all areas of the church
- Maintain and wash doors and windows

**Qualifications:** Any combination of training and experience that demonstrates the ability to perform the duties of the job.

**Competencies needed include, but are not limited to:**

- Knowledge of cleaning materials, methods, and proper use of chemical and cleaning materials, safety practices, and sanitary procedures.
- Able to work independently with limited supervision; ability to work cooperatively with other staff, individuals, and groups
- Organization skills; ability to meet cleaning schedules

*Some evening, Saturday, and Sunday work is required.*

Please send a letter of interest and resume to [umcd.sprc@gmail.com](mailto:umcd.sprc@gmail.com).