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.