



Corpus Christi Montessori School

A Free Public Charter

822 Ayers Street
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www.cc-montessori.com

Custodian

School

CC-Montessori School

Contact: Cerise Weeks

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Title

Custodian

Pay Range

Pay range is \$13 to \$15 based on experience

Duty Days

Monday-Friday Full Time- Schedule hours to be determined

Start Date

Immediate

Custodian responsibilities include:

- Ensuring spaces are prepared daily by taking out trash, tidying furniture, dusting surfaces, and cleaning windows
- Sweeping and mopping floors, vacuuming carpets as needed
- Sanitizing and disinfecting doors, doorknobs, light switches and other frequently touch areas throughout the day
- Washing and sanitizing toilets, sinks and restocking disposables
- Preparing school grounds for day by blowing or sweeping front area, walking around the playground and outside area for safety concerns (holes, trash, ant piles, etc.)
- Emptying trashcans after lunch

Job brief

We are looking for a responsible **custodian** to maintain and protect our facilities. The external and internal appearance of a building reflects on the occupants. It is important for a custodian to be careful and thorough in working, cleaning, and tidying the premises, as well as preventing vandalism.

The ideal candidate will be experienced in a custodian role focused on building upkeep. They will have great physical endurance to cover a large space. A keen eye for detail and diligence are also imperative in custodial maintenance jobs.

Responsibilities include but are not limited to:

- Ensure spaces are prepared for the next day by taking out trash, tidying furniture and dusting surfaces
- Sweep and mop floors and vacuum carpets when needed
- Wash and sanitize toilets, sinks and restock disposables (e.g. soap, paper towels, toilet paper)
- Wipe mirrors and windows
- Maintain outer premises by watering plants, mowing lawn, cleaning entrances
- Utilize insecticides to prevent infestation by dangerous pests
- Perform maintenance and minor repairs (replacing broken switches, fixing door handles, minor leaks etc.)
- Report major damage and oversee repairs
- Secure facilities after operating hours by locking doors, closing windows and setting up the alarm and open and disarm facilities in morning
- Undertake occasional custodial and janitorial tasks (lifting heavy items, moving chairs etc.)
- Duties as assigned
- Interact with students in a professional manner

Requirements

- Proven experience as custodian, janitor or in a similar role
- Knowledge of use and maintenance of industrial cleaning equipment and appliances
- Knowledge of safe disposal of chemical liquids and other hazardous components
- Familiarity with basic landscaping and handyman practices
- Attention to detail and conscientiousness
- Very good physical condition and strength with ability to lift 50+ pounds.
- High school diploma is preferred but not required
- Pass a criminal background check

*interested parties fill out application online www.cc-montessori.com and email to cerise@cc-montessori.org