

Water Street Mission Job Description Custodian, Facilities Team Member

Summary: Ensure that all public spaces at Water Street Mission are cleaned on a regular schedule and supplies are purchased, stocked and delivered as needed.

FLSA: Full-time, Hourly, non-exempt

All Water Street Mission staff must be:

1. Willing to sign the Water Street Missions' Statement of Faith
2. A current member or regular attendee of a local church.
3. Able to fully support the core values and philosophy of ministry held by Water Street Mission

Essential Functions:

- Ensures the public restrooms and entrances are cleaned and sanitized
- Remove trash and report any maintenance issues that need attention
- Floor cleaning including vacuuming, sweeping and mopping for public spaces
- Operates various machines including buffers and equipment for cleaning floors
- Supports the mission of Water Street Ministries by ensuring the public spaces are welcoming and clean
- Order central supply items for the entire Water Street Mission campus
- Use our computer tracking system for distribution and inventory management of supplies for the entire Water Street Mission campus
- Assist with receiving deliveries and donations of materials including food, clothing and supplies into the redistribution center
- Guide volunteers who are serving in redistribution
- Assist maintenance or warehouse staff occasionally as needed
- Works in harmony with all staff modeling Christ-like character and conduct
- Ability to occasionally flex schedule to accomplish special projects

Education/Skills: Janitorial experience essential, High school diploma or GED preferred.

Preferred Skills: Ability to operate a forklift, Driver's license with good driving record, Ability to operate a small Isuzu box truck and pass a CDL Medical

Reports to: Director of Facilities

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. While performing the essential functions of this job the employee is regularly required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms, and stoop, kneel, crouch or crawl and is occasionally required to lift and/or move up to 50 pounds. Employee is regularly exposed to hot, wet or humid conditions, and may work near moving mechanical parts.

Christian Life: As an employee of the Water Street Ministries, you are an important member of a Christian missionary organization. All staff members are considered Christian missionaries and are required from time to time to participate in chapel Services, outreach ministries, or counseling sessions. Because of the nature of these types of ministries, it is an absolute necessity that candidates for employment possess a testimony and lifestyle that is above reproach. What you do on your own time may seriously affect your ability to perform these type of ministries which are an important part of the position.