

<b>Job title</b>	<i>Janitor</i>
<b>Reports to</b>	<i>Pastor (head of staff) &amp; Collaborates with Trustee Board</i>

### **Job purpose**

Trinity United Church of Christ in Wadsworth Ohio, an open and affirming congregation, is seeking for a dedicated person to care for and clean our church facility. The goal is to keep our building in a clean and orderly condition.

### **Duties and responsibilities**

#### ***Maintain a clean and sanitary church facility***

- Clean and sanitize of all high traffic areas of the building, including entryway, stairwell, lobbies, bathrooms, and kitchen – daily.
- Clean and sanitize Fellowship Hall, Narthex, hallways, rear entrance, classrooms, etc... – as needed.
- Check restrooms for soap and paper products – daily.
- Empty all waste baskets – daily.
- Observe proper chemical handling procedures when working with cleaning agents, including wearing gloves, goggles, or masks and following written or verbal instructions.
- Performing minor maintenance tasks, such as changing light bulbs, empty dehumidifiers, and switching between boiler pumps – as needed.
- Interacting with church staff and all visitors (members and non-members) in a respectful, positive manner – daily.

#### ***Administrative***

- Taking inventory of cleaners and other supplies and submitting requests when items need to be replenished.

### **Qualifications**

- High School Diploma or equivalent.

### **Knowledge, skills, and abilities desired**

- Previous work as janitor or cleaning experience preferred
- Understanding of cleaning techniques and safety procedures.
- Ability to lift up to 50 lbs.
- Strong communication, comprehension, and interpersonal skills.
- Motivation to work independently or with others to provide thorough, efficient custodial services to the church.

**Other requirements of the position**

- Integrity and trustworthiness as pertaining to possession of keys and use of the church facility
- Completion of satisfactory background check

**Hours of work**

- This is a part-time position, at 20 hours per week. Monday through Friday

**Salary**

- Current compensation is set at \$13.00 per hour

**Interested Candidates**

If you feel this position is for you, please submit a letter of interest and resume via mail or email to:

Trinity UCC – Janitor Search Committee  
215 High St.  
Wadsworth, Ohio 44281

Or

[trinity@ucctrinity.com](mailto:trinity@ucctrinity.com)