

New Life in Christ Church Punta Gorda, Florida

Position:

Assistant Custodian – Part Time

General Description:

The Assistant Custodian will serve by providing high quality cleaning of the church facility buildings and campus, assisting with light repair and maintenance tasks as needed. This individual will seek to use their personal and spiritual gifts for the benefit of the Church by effectively and efficiently performing the duties assigned to them.

Requirements:

1. Good physical condition.
2. Must be able to lift at least 70 pounds and assist in moving heavy items.
3. Must have effective oral and written communication skills.
4. Must be trustworthy, reliable and a self-starter.
5. Must demonstrate they can work well with church members, church staff and servant volunteers.
6. Must demonstrate a high level of energy.
7. Works independently with highest level of integrity.
8. Must have the ability to meet deadlines.
9. Must be safety conscious and be aware of safety hazards inherent to performing custodial and maintenance tasks.
10. Must demonstrate Christian love as well as a growing faith walk with Jesus Christ.
11. Must successfully pass a church specific criminal background check.

Responsibilities:

1. Work a flexible schedule where Saturday and Sunday may be part of your regular work week.
2. Work with minimal supervision and meet the weekly deadlines for cleaning, set up and preparation for events.
3. Perform additional tasks as assigned by the Facilities Manager.

Accountability:

Accountable to the Facilities Manager. Flexibility is key with this position and deadlines must be met. The normal work hours for this position will be Wednesday through Saturday from 8:00 am to 2:00 pm. Holidays such as Christmas and Easter may result in more work hours needed.