



Date: March 2, 2017

Position: Parish Custodian

Parish: Saint Michael

Deadline: March 20, 2017

Status: Part-time (16 hours/week)

Practicing Catholic: Preferred

Position Summary: Saint Michael School in Worthington is seeking an individual to serve as the part-time Custodian for the parish. Under the supervision of the Pastor, this position provides a clean and safe working environment for all staff and visitors.

Job Responsibilities: The individual applying for this position would perform the following responsibilities:

1. Sweep, vacuum, mop, scrub, wax and polish floors using industrial vacuum cleaners and scrubbing and buffing machines.
2. Sometime using ladders, dust and wash walls, clean ceilings and dust and polish light fixtures. Wash and replace blinds. Wash windows.
3. Move cabinets, boxes, furniture, crates and equipment to clean areas.
4. May remove stains from such surfaces as rugs, drapes, walls, and floors using chemicals and cleaning solutions.
5. May also sweep walks, rake leaves, cut grass, remove snow or perform other incidental seasonal tasks.
6. Empty trash cans and replace liners; re-fill soap supply dispensers.
8. Unlock/Lock Church and School as needed.
9. Provide Custodial duties for St. Michael School as needed.
10. Be available to fill in for vacation coverage or other absences of other Custodial/Maintenance Staff as needed

Qualifications for the position: A basic understanding of the Catholic perspective; the ability to be flexible to adapt to changing needs; ability to keep all information confidential; ability to be a team player and have harmonious relationship skills when dealing with co-workers and other parish employees, families and the general public. This position requires frequent movement about the school buildings to complete the essential job responsibilities as outlined above.

Compensation is commensurate with candidate's education and experience. Job offer is contingent on the successful passing of the mandatory background screening and completion of the VIRTUS "Protecting God's Children" course.

Submission should include cover letter, resume, and references via email by Monday, March 20, 2017 to:

Fr. Anthony A. Dinovo, Jr.
Pastor - St. Michael Parish, Worthington, OH
adinovo@saintmichael-cd.org