

Job Title:	Custodial Worker
Job Family:	Operations
Reports To:	Head of Custodial Services
Number/Titles of Subordinates:	None
Peers:	Maintenance Workers, Security Guards
EEO:	Skilled Labor
N/E:	Non-Exempt

Main Purpose of the Position: Keeps school buildings or similar building in clean and orderly condition and help with event set-ups and breakdowns.

Christian Role Model Commitment:

- Express a testimony of a personal relationship with God through Jesus Christ.
- Serve as a Christian role model and a consecrated Christian, dedicated to the purpose and goals of the Christian school.
- Have an understanding of the philosophy and objectives of Valley Christian Schools.
- Be regular in attendance at a Christian Bible believing church of your choice.
- Be agreement with the VCS Statement of Faith and be committed to daily prayer and spiritual growth. (I Tim. 1:3; I Tim. 2:1-8; I Tim. 3:1-13; I Thess. 5:11-28; Rom. 12:14-21; Rom.14: 4; Gal. 6:1-10).

Personal and Professional Qualifications:

- Have a proven evidence of adequate preparation, background and ability required by the position.
- Be committed to implement and enforce policies and follow prescribed procedures.
- Have the skill to make and effectively communicate timely decisions.
- Have the ability to foster creativity and be responsible for innovative ideas.

List Job Duties:

- Sweeps, mops, scrubs, and vacuums hallways, stairs and office space.
- Setup and breakdown furniture and equipment as requested for school events.
- Other duties may be assigned.

Essential Functions:

1. Performs daily and/or weekly cleaning duties such that building offices, classrooms and other facilities are clean, trash removed, floors maintained.
2. Perform setup and breakdown tasks to support school events.

Non-Essential Functions:

None

Supervisory Responsibilities:

No supervision

Knowledge and Skills:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Fiscal Responsibilities: (Budget responsibilities, approval privileges, reporting and auditing)

None

Extent of Public Contact: (Type and frequency)

Daily contact with teachers, staff, coaches, students, parents, guests and school administrators.

Physical Demands: lifting, walking, equipment operations

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk and climb or balance. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Working Conditions and Environment: travel, usual work hours, environmental conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; outside weather conditions; and risk of electrical shock. The noise level in the work environment is usually moderate.

This position is not required to travel.