



**100 YEARS**  
OF EDUCATING YOUNG WOMEN

## Resurrection College Prep Job Description

Title: Custodian

Position Summary: The building Custodian is responsible for performing daily tasks, with little or no supervision, to maintain high standards of quality throughout the building and grounds. The building custodian reports to the Director of Building and Grounds, working with Administration, staff and contracted vendors. The Custodian must be of high moral character, in agreement with the Catholic Mission of Resurrection College Prep High School and The Lasallian Brothers, and always be professional and courteous whether interacting with building occupants or community members.

Responsibilities:

- Must have the ability to follow directions, both oral and written
- Must have the ability to learn new methods of cleaning
- Must understand the proper use of cleaning chemicals and sanitizers
- Will be responsible for an assigned area, but may perform tasks in any area of the building or grounds
- Must be able to work outside on the grounds, including athletic fields, parking lot and related areas
- Must be able to assist in the painting and lining of the athletic fields
- Must have the ability to work independently or as part of a team
- While performing daily tasks will report any needed repairs to the Maintenance Mechanic or the Director of Building and Grounds
- Must have the ability to perform basic record keeping
- Must be able to learn code compliance including local, state and federal codes
- Must be able to use and care for cleaning equipment i.e. vacuum cleaners, carpet cleaners, floor scrubbers
- Must be able to perform snow removal, including the use of a snow blower
- Must be available for overtime and weekends
- Must be available to assist staff and help as needed.
- Must maintain compliance in the Virtus program
- Must be able to lift 50 pounds
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Experience Requirements

- Minimum 2 years' experience as a Custodian
- School experience is preferred but not mandatory