



## School Custodian

*Maranatha Christian Academy is committed to partnering with the school, home, and church in the education of students as they prepare to fulfill God's call on their life. Through the provision of an outstanding school experience in academics, athletics, and the arts, Maranatha Christian Academy seeks to impart the values of wisdom, character, and service within each student. All employees of MCA have a ministerial opportunity to disciple students in a biblical worldview.*

### Position Overview

Keeping in mind that "Every day is opening day!" The Maranatha Christian Academy school custodian plays a crucial role in maintaining the cleanliness, safety, and operational functionality of the school. Tasked with a broad spectrum of responsibilities, this position ensures that students, staff, and visitors enjoy a welcoming, hygienic, and well-kept environment conducive to learning and working. By managing routine cleaning, performing minor repairs, and addressing immediate maintenance needs, the School Custodian supports the overall well-being and productivity of the school community. The school custodian's efforts contribute to the school's physical appearance and uphold health standards, thereby directly impacting the quality of the educational experience.

**Application Category:** Campus Services/Staff

**Days/Hours:** Hours as assigned by Director of Facilities

**Job Classification:** Non-exempt, full-time twelve-month employee with associated benefits

**Direct Report:** Director of Facilities

### Job Duties & Responsibilities:

- Ensuring windows are sparkling and streak free.
- Cleaning and disinfecting classrooms, hallways, and common areas,
- Performing general cleaning tasks such as sweeping, mopping, vacuuming, and dusting
- Cleaning and sanitizing restrooms and ensuring the availability of necessary supplies
- Emptying and cleaning trash and recycling bins

- Performing minor repairs and maintenance, such as changing light bulbs, replacing paper towel dispensers, and unclogging drains, etc.
- Reporting major maintenance needs to the appropriate personnel
- Responding to emergency situations, such as spills or facility damage
- Responding to and managing biological waste situations within appropriate OSHA guidelines.
- Ensuring that doors and windows are locked and secured at the end of each school day.
- Setting up, rearranging, and tearing down furniture and equipment for special events, meetings, and classroom reconfigurations.
- Supporting the school ideal of “A place for everything and everything in its place” through resource organization and recommendations
- Managing inventory and use of cleaning supplies within *Material Safety Data Sheet* requirements
- Complete other duties as assigned by management.
- Able to minister a biblical worldview.

### Qualifications & Requirements:

- High School diploma or equivalent
- One-year experience in custodial or related fields
- Flexibility to work evenings and on weekends as needed

### Physical Requirements:

- Ability to work in a standing position for long periods of time (up to 8 hours).
- Ability to reach, bend, stoop, push and/or pull
- Must be able to work in heat, cold, damp and dry conditions.
- Must be able to perform the physical aspects of the job such as climbing ladders; carrying items up to 35 pounds frequently and up to 50 pounds occasionally; continuously walking or stand