POSITION TITLE: **Custodian**

DEPARTMENT: **Facilities**

FLSA STATUS: **Non-Exempt (hourly), 40 hours/week, Thursday - Monday**

REPORTS TO: **Facilities Manager**

ORGANIZATIONAL SUMMARY:

Jesuit High School (JHS) is a Catholic, college preparatory school in the Jesuit tradition. Located on the border between Portland and Beaverton, Oregon, JHS is recognized locally and nationally for excellence and innovation in all of its programs. Jesuit High's motor, Age Quod Agis ("Do well whatever you do"), follows in the five-century tradition of St. Ignatius, who demanded that Jesuit schools make use of the best pedagogical practices of the day to allow students to flourish. We are seeking people who have the ability and desire to help our school community work toward our goal of preparing "men and women for others."

POSITION SUMMARY:

Our custodians are an integral part of our Jesuit community. Each enhances the learning environment of our students by caring for our facilities by keeping them clean, sanitary, and safe for students, staff, parents, and guests.

PRINCIPLE RESPONSIBILITES:

- Tasks include dusting, sweeping, mopping, waxing floors, window washing, vacuuming, cleaning carpets, emptying waste baskets/garbage cans, etc.
- Cleaning of different types of facilities, including classrooms, offices, restrooms, kitchens, cafeterias, gymnasiums, bleacher areas, etc.
- Operates typical equipment such as vacuums, floor cleaners
- Work with school staff to set up after school activities, special events, and/or meetings
- Complies with all school procedures, policies and practices
- Must demonstrate flexibility to changing working environments
- Other duties as assigned by Facilities Manager

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

- High School Diploma or G.E.D. preferred
- Must read, understand, and follow instructions, bilingual preferred (Spanish and English) but not required
- Ability to work with minimal supervision: demonstrate and display a high level of initiative, effort, and commitment towards completing assignments
- Ability to stand/walk, twist, reach, pull, grasp, climb ladders, balance, crouch and lift heavy objects up to 30 lbs.

EXPERIENCE PREFERRED:

- Minimum of 2 years of custodial experience in a school or commercial setting
- Working collaboratively with a custodial team to complete responsibilities

COMPENSATION RANGE:

Minimum hourly wage for this role is $20.00, higher for more experienced custodians

Full benefits include medical, dental, vision, 403(b), holiday pay, sick pay, paid time off (PTO), life insurance, STD/LTD/AD&D, FSA, and other benefits.

Notice of Non-Discrimination: Jesuit High School provides equal employment opportunities to all qualified persons without regard to race, color, religion, gender (sex), national origin, age, veteran status, sexual orientation, gender identity, disability, genetic information or any other characteristic protected by law. Jesuit High School provides equal employment opportunities without regard to religion when Catholic faith is not a job requirement.

Updated October 27, 2026