

## **Custodian (\$23,000-\$26,000)**

HopeWorks is hiring an experienced Custodian. This position is responsible for overall agency cleanliness. The successful candidate will clean and maintain business offices, hallways, bathrooms and other indoor areas. This position will report to the Facilities Manager.

### **ESSENTIAL DUTIES:**

- Maintain floors in a clean state by sweeping, scrubbing, mopping, and waxing them
- Empty and clean trash receptacles and collect recycling
- Clean, sanitize, and supply bathrooms
- Clean and service custodial equipment as needed
- Perform minor repairs on furniture, buildings, and equipment
- Report any safety, sanitary, or fire hazards to the appropriate department
- Ensure grounds areas are clean and orderly
- Interact with homeless/mentally ill clients with dignity and respect

### **QUALIFICATIONS**

- High school diploma or general education degree (GED) required
- Previous custodial experience preferred
- Ability to understand and follow verbal and written instructions
- Ability to lift and carry up to 50 pounds
- Comfortable squatting, twisting, bending, and kneeling while using tools and performing maintenance tasks
- Possess working knowledge of the methods, technique, and materials used in custodial work
- Ability to climb ladders and work from heights
- Familiar with operating, caring for, and storing custodial equipment and supplies