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| <b>Job Title:</b>  | Custodian   | <b>Employment Type:</b>     | Full Time    |
| <b>Department:</b> | Maintenance/Facility  | <b>FLSA Classification:</b> | Non-Exempt   |
| <b>Reports To:</b> | Facility Director   | <b>Compensation Type:</b>   | Hourly       |
| <b>Location:</b>   | Based out of South Kokomo Campus but will work at all Crossroads locations (including but not limited to CSK, CDK, Godsend Garage, Learning Corner) | <b>Weekly Hours:</b>        | 40 -50 hours |
| <b>Supervises:</b> | Volunteers  | <b>Housing Allowance:</b>   | N/A          |

**General Summary of Duties:** Maintain a clean environment at Crossroads.

**Duties and Responsibilities (includes but is not limited to):**

- Carry & cast the vision of Crossroads while caring for the grounds and buildings of Crossroads.
- Support the organization's 6 core values, *Worshiping God is a big deal, All people matter to God, It's ok to not be ok, We are blessed to bless, We become more like Jesus together, & We build faith at home.*
- Work within a team to create environments with excellence where people feel welcomed and valued as they take their next step with Christ.
- Taking ownership and responsibility of Crossroads' buildings, property, and custodial equipment to honor God and the people who have entrusted us with its care.
  - Maintain clean church facilities by performing weekly duties and daily spot cleaning in all public areas of the buildings, including bathrooms, auditoriums, kitchens, and meeting rooms.
  - Work with other facility team members and church staff to ensure that all areas are cleaned and stocked with necessary items.
  - Observe proper chemical handling procedures when working with cleaning agents, including wearing gloves, goggles, or masks and following written or verbal instructions.
  - Assist with event preparations and clean-up.
  - Take inventory of cleaners and other supplies and submit requests when items need to be replenished.
  - Have an understanding of cleaning techniques and safety procedures.
  - Observe, inspect, and report areas to your supervisor that need repair.
  - Adjust schedules or locations to fit the daily or weekly needs of the organization.
- Other duties as required.

**Requirements:****Employment at Crossroads Community Church:**

- Endorses and supports the 10 biblical doctrines professed by Crossroads Community Church.
- Will be a member of Crossroads & fulfills the expectations therein

**Position:**

- Must be able to handle the demands of cleaning and sanitizing the building so the organization can meet people where they are and help them take their next steps with Christ.
- Must be willing to obtain further training and certifications.
- Must be a good team member, utilizing collaborative efforts and communication to accomplish tasks and goals.
- Must have a high level of professionalism, integrity, and trustworthiness to interact with Difference Makers, community members and vendors.
- Must be reliable and flexible to meet the needs of the organization.
- Must be willing to adjust or extend hours if the need arises.
- Motivation to work independently or with others to provide thorough, efficient custodial services to the church.
- Must make attendance to staff meetings and prayer a priority.
- Must have the ability to lift objects up to 25 pounds.

**Education:**

- High school diploma is preferred but not required.