

TITLE: Happy Valley Custodian

Directly reports to: Facilities Director

Personnel reporting to this position: (none)

Campus assignment: Happy Valley

Position is currently filled by: (vacant)

OVERVIEW

Responsible for routine cleaning of the Happy Valley Campus to ensure the facilities always make a good first Impression to our guests and family members.

REQUIREMENTS

- Demonstrates a growing, positive relationship as a Christ follower
- Is, or willing to become, a family member at ALC as described on the church website under "What we believe"
- Is warm, friendly and professional on the phone and in person
- Is able to use discernment to identify sensitive or confidential information
- Education: High School graduate (or equivalent)
- Able to lift at least 40 pounds

RESPONSIBILITIES

- Perform daily, weekly and monthly cleaning of bathrooms, offices and common spaces as assigned for the Happy Valley Campus.
- Inventory and create the supply list for all janitorial supplies.
- Perform all other tasks/responsibilities as tasked by the Facilities Director

GENERAL EXPECTATIONS

- Has read, understands and agrees to follow the Abundant Life Church policies as outlined in the Employee Handbook
- Participates in staff trainings, meetings, and events as required by the supervisor
- Provides excellent customer service to fellow staff, the church body, volunteers and the community