



Custodian Job Description

Interested? Contact Christian Neufeld at christian@villagebeaverton.com

General Personal & Spiritual Qualifications

1. Profess personal faith in Jesus Christ as evidenced by spiritual growth, passion for God, and continued growing in the Lord.
2. Model biblical integrity in all things. (Titus 2:7-8)
3. Model biblical community in relationships as described in the “one another” commands in Scripture.
4. Support a multi-staff and multi-cultural team ministry.
5. Understand and be willing to submit to (and honor and respect) Village’s Doctrinal Statement, Church Covenant, Mission Statement, Position Statements, and Policies.

Job Qualifications

1. Good organizational skills
2. Requires a certain amount of lifting and physical dexterity.
3. Ability to use various types of equipment and chemicals that could be hazardous if handled improperly.
4. English language skills required
5. Work hours not to exceed those outlined on individual job offers.

Weekly Job Responsibilities

1. Unlock church facility for scheduled activities and events.
2. Clean, maintain, improve and set up all of the church facilities.
3. Clean offices in accordance with written procedures.
4. Clean, maintain and improve all restrooms in accordance with written procedures.
5. Lock and secure the entire church campus, shut off lights, secure all windows and doors.
6. Request purchase of equipment and supplies needed through the Facilities supervisor.
7. Work cooperatively with other Facilities workers in the performance of major tasks.
8. Interact with church staff, church members and visitors on a daily basis to respond to questions or other directions as needed.
9. Provide vacation coverage within the Facilities Team as needed.
10. Accomplish goals during changes, emergencies and interruptions of the church calendar or normally scheduled activities.
11. Organize tasks in such a way that all work will be accomplished within a given period.
12. Make every effort to arrive on time for your regular shift, even during varying weather conditions (snow, wind, ice, etc.).
13. Perform all duties assigned by the supervisor.

Relationships

1. Reports to the Senior Manager of Operations.
2. Receives an annual review from the Senior Manager of Operations according to the review policy established by the Personnel Commission.