

**Salem United Church of Christ
JOB DESCRIPTION FOR CUSTODIAN-CLEANER**

The Custodian-cleaner responsible for cleaning the church buildings and reports to the Pastor and Property Board. The position is a 10-20 hour/week part-time position.

Duties include:

Cleaning- Monday-Friday (depending on building usage)

- Pre-School Room and 2 bathrooms- Monday, Wednesday, Friday during session operations
- Rooms 211 and 212
- First floor bathrooms
- McDermott Hall
- Church office

Once a Week

- Sanctuary-Monday (2 times during lent) or as needed for funerals and weddings
- Fellowship Hall
- Kitchen
- 2nd floor classrooms for Sunday School (youth rooms, 209, 206, 203, 202 bathrooms)
- 3rd floor classrooms for Scouts (311, 310, 303 bathrooms)-clean on Tuesday
- All other areas of building as needed

Miscellaneous

- Work funerals and weddings