



POSITION TITLE: Custodian

DEPARTMENT: Facilities Services

REPORTS TO: Manager, Custodial Services

SALARY GRADE/HIRING RANGE: 7/ \$14.22 - \$14.38

FLSA DESIGNATION: Hourly Non-Exempt

SUMMARY OF THE POSITION:

This is a full-time, 12-month position working 40-hours a week. Whitworth Custodians perform a wide range of custodial services. Some flexibility will be needed, as the schedule may include weekend work.

OPPORTUNITIES OF THE POSITION:

1. All cleaning tasks including, but not limited to: washing, dusting, mopping, scrubbing, vacuuming, buffing, stripping, waxing, and polishing in classrooms, offices, hallways and restrooms in various buildings including administrative, academic, service, resident halls, athletic facilities, etc.
2. Use of a variety of cleaning supplies, materials, and equipment to perform the required duties.
3. Move furnishings, equipment and other items as required.
4. Perform furniture set-up and take-down for meetings and special functions.
5. Shovel snow and remove ice from sidewalks up to 20 feet from building entrances.
6. Other duties as assigned.

REQUIREMENTS OF THE POSITION:

- A personal commitment to the Christian faith and to the integration of faith and learning.
- A commitment to the educational mission of Whitworth University as a Christian liberal arts university affiliated with the Presbyterian church.
- A commitment to diversity, equity and inclusion.

PREFERRED JOB KNOWLEDGE, SKILLS AND ABILITIES:

- Physical ability to perform all duties of the position with or without an accommodation, including lifting and pulling up to 50 lbs.
- A high degree of integrity and trustworthiness.
- The willingness and availability to work an evening shift.
- Working knowledge of custodial methods and the proper use of supplies, materials and equipment.
- A positive and professional attitude as a member of the Custodial Services Team.
- Flexibility and curiosity to learn new tasks and procedures.
- Capable of working independently with little direct supervision.

- A commitment to the application of safe work practices in all working environments.

ORGANIZATIONAL RESPONSIBILITY OF THE POSITION:

No direct reports.

REQUIRED QUALIFICATIONS:

Education: High school diploma or GED

Experience: Six months experience in building or institutional custodial work, preferred.

Licenses or Certifications: A valid driver's license is preferred.

ADDITIONAL REQUIREMENTS: A background check, credit check, and confirmation of degrees earned will be required of the successful candidate. A resume, cover letter, faith statement, and names, addresses, and phone numbers of at least three (3) professional references will also be required.