Job Posting Date: Mach 16,2021 open until filled.
Job Start Date: Immediately
**Position:  1.0 FTE CUSTODIAL position**

Shifts: 3:00pm to 11:30pm M-F with possible weekends

**Welcome to Cathedral - we’re glad you’re thinking about joining our team!**

Cathedral is a Catholic middle and high school where, beyond academics, we teach respect, integrity, responsibility, leadership, service and kindness. While we're a Catholic school, we welcome faculty, staff, students and families of all faith backgrounds. You will work in an environment where children are eager to learn and parents see themselves as partners in their child’s education. At Cathedral, faculty and staff nurture each student to become the best version of themselves that they can be. It’s not just about academics or athletics, it’s about developing the whole self; their character, confidence, potential, God-given talents and faith.

We are confident you will love it here!

**Job Summary:**

The Custodian will keep all campus buildings in clean and orderly condition, may do ordinary, routine repairs and assist in setting up for special activities. The Custodian reports to the Custodial Supervisor and the Director of Facilities.

**Duties and Responsibilities:**

* Sweeps, mops, scrubs, and vacuums hallways, stairs and office space.
* Empties tenants' recycle and garbage containers.
* Maintains campus buildings, performing minor and routine maintenance activities.
* Notifies Custodial Supervisor concerning need for repairs to fixtures, lighting, heating, and ventilation equipment.
* Cleans snow, ice and debris from campus sidewalks.
* Cleans window glass around all buildings on campus.
* Cleans and disinfects toilets, sinks, water fountains, lockers, classroom desks, doors, handrails, countertops and other surfaces as needed.
* Replaces disposable items such as paper towels and toilet paper.
* Sets up required furniture and equipment for special activities.
* Cleans and disinfects lockers and restrooms daily, or as prescribed by Supervisor.
* Maintains own custodial workspace in orderly fashion, well stocked, etc.
* Cleans carpets and waxes hallways as needed.
* Assists with campus security.
* Other duties as assigned.

## Education and Experience:

* Custodial experience is preferred, but we will train the right person.

## Physical Requirements:

* Must be able to lift up to 75lbs on occasion
* Job requires routine bending, kneeling, twisting and some lifting.

**Application Procedure:**

Send a cover letter, full resume and letters of recommendation to the contacts listed below.

**Contacts:**

Kathy Crispo, Principal
kcrispo@cathedralcrusaders.org

Emily Delano, HR Coordinator

hr@catholiccommunityschools.org

Cathedral

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**Website:**  <https://cathedralcrusaders.org/>