



## OUR LADY OF GOOD COUNSEL CATHOLIC CHURCH

### CUSTODIAN

Our Lady of Good Counsel Catholic Church & Parish School (OLGC) is a rapidly growing parish, located in Plymouth, MI, committed to the New Evangelization. Our vision is “To offer every person in our community a life-changing encounter with Jesus.” The Custodial Team’s function is to support the vision of our parish & school by providing care to our built environment making our “City on the Hill” a delight for all the senses so that all can carry out the work of the Lord without distraction in a safe, comfortable, and beautiful setting for worship and formation.

The successful candidates will be passionate about OLGC’s vision and thrive in a team environment. They will be enthusiastic, hard-working, joyful self-starters with a servant’s heart.

**This opening is a part-time position at our church campus, Friday and Saturday 6:30 AM – 2:30 PM.** Schedule may vary by season.

#### **Responsibilities**

- Performs routine cleaning of buildings and grounds per specifications, including but not limited to sweeping, mopping, vacuuming, washing windows, cleaning restrooms, emptying garbage, and cleaning of furniture and fixtures.
- Performs setups for meetings and events
- Maintain security of parish and school buildings and grounds, including locking up the building at night
- Maintain custodial equipment and storage areas in an orderly manner
- Occasional snow shoveling and salting of entrances and sidewalks

- Receive and distribute deliveries
- Assist parishioners and guests as a welcoming presence
- Other duties as assigned by management

### **Required Skills & Experience**

- High school diploma/GED preferred;
- Prior custodial experience preferred;
- General knowledge of janitorial supplies and their application;
- Ability to work with computer-aided facility management software (training will be provided);
- Ability to lift up to 50 pounds;
- Valid Michigan driver's license and reliable transportation;
- Must pass a criminal background check; and
- Attend or provide proof of past attendance at a Protecting God's Children workshop.

### **Critical Qualities**

- Strong personal relationship with Jesus Christ and a deep love for His Church;
- Winsome, outgoing personality;
- Strong attention to detail;
- Humble, with a genuine openness to constructive criticism;
- Joyful, authentic, charitable and courageous;
- Thrives in team environments;
- Self-starter with strong initiative;
- Incessant tinkerer, constantly driving towards better outcomes;
- Highly responsive and dependable; and
- Mission driven.

### **Details:**

- The Custodian positions:
  - Are based in Plymouth, MI;
  - Reports to the Lead Custodian
  - Offers a competitive wage for part-time positions

### **To Apply**

Qualified candidates should submit:

- Resume
- Cover Letter

Send to: [elseyd@olgcparrish.net](mailto:elseyd@olgcparrish.net)

Subject Line: Custodial Position

Attachments in PDF format only