

# OUR LADY OF GOOD COUNSEL CATHOLIC CHURCH

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## PART-TIME CUSTODIAN

Our Lady of Good Counsel Catholic Church (OLGC) located in Plymouth, MI is committed to the New Evangelization. Our vision is "to offer every person in our community a life-changing encounter with Jesus."

### ROLE SUMMARY

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.

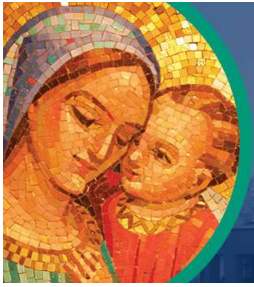
**This immediate opening is a part-time position at our school campus, Monday-Friday evenings (start time flexible).** Schedule may vary by season.

### DUTIES AND RESPONSIBILITIES

- Performs routine cleaning of buildings and grounds per specifications, including but not limited to disinfecting, 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
- Participate in summer and holiday break cleaning projects including detail cleaning, stripping/waxing floors, and moving furniture
- Maintain custodial equipment and storage areas in an orderly manner
- Occasional snow shoveling and salting of entrances and sidewalks
- Other duties as assigned by management

### REQUIRED SKILLS AND ABILITIES

- 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);



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- 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.

## **TO APPLY**

Qualified candidates should submit:

- Resume
- Cover letter
- Listing of References

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

Subject Line: Custodial position (attachments in PDF format only).