



## **Custodian**

Location: The Ring of Hope Youth Program

Schedule: Part Time 4 days a week, 4 hours each day

Multiple locations: 7445 S. South Chicago Ave; 7421 S. South Chicago Ave; and 9456 Commercial Ave.

**Role Purpose:** Maintain the cleanliness and sanitation of facilities to provide a safe, welcoming environment for staff, clients, and visitors.

- **Key Responsibilities:**

- Sweep, mop, and vacuum floors in hallways, classrooms, offices, restrooms, and other areas.
- Dust and wipe down surfaces, including desks, furniture, windows, and fixtures.
- Empty trash receptacles and dispose of waste properly.
- Clean and sanitize restrooms, including toilets, sinks, and mirrors.
- Replenish restroom supplies as needed.
- Pickup trash inside and outside
- Seasonal: Cut grass / Snow removal
- Report maintenance needs or safety concerns to the appropriate personnel.

- **Skills Required:**

- Attention to detail and ability to work independently.
- Knowledge of cleaning supplies and best practices.
- Physical ability to lift heavy objects 50 pounds or more and stand for extended periods.