



MOUNT CALVARY CHURCH

Passionately Pursuing Christ

Job Title: Custodian (Full-Time-40 hours a week)

Supervisor: Director of Maintenance

Works With: Church staff, Elders, Volunteers, Mount Calvary Christian School

Job Purpose: The custodian is responsible to assist the Director of Maintenance in the cleaning and maintenance of our buildings and campuses.

Primary Responsibilities:

- Assist the Director of Maintenance with cleaning & maintenance of the buildings which includes the floors, carpets, windows, water fountains, chairs, lights, and furniture.
- Assist the Director of Maintenance with cleaning, maintenance, and stocking of bathrooms.
- Assist the Director of Maintenance with setting up and tearing down for all church and school programs.
- Assist the Director of Maintenance with periodic cleaning of the gym floor.
- Assist the Director of Maintenance with summer building projects and painting.
- Assist the Director of Maintenance with opening and closing for church services, athletic events, and church and school programs.
- Assist the Director of Maintenance with ordering supplies needed for cleaning and maintaining the facility.

Qualifications:

- Possesses a passionate and growing relationship with Christ.
- Agrees with the vision, philosophy, and leadership of the church.
- Agrees with the MCC statement of faith.
- A member of Mount Calvary Church or willing to become a member and attend Mount Calvary Church.

Working Conditions & Physical Requirements:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. Must have the ability to stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels speak in audible tones so that others may understand clearly; physical ability to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

Mount Calvary Church reserves the right to update, revise or change this job description and related duties at any time.

Updated October 2025