



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

TITLE: Custodian
STATUS: Non-exempt
REVISED: May-18

DEPARTMENT: 02-Building & Grounds
REPORTS TO: Facilities Director
BRANCH: Choose an item.

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living, and social responsibility. Ensures YMCA properties, facilities, and equipment are clean and maintained for safety and a positive public image.

QUALIFICATIONS:

- Commercial cleaning and general maintenance experience preferred.
- Ability to use tools, equipment and chemicals in prescribed manner; read labels and instructions
- Certifications that must be obtained and maintained within first 90 days: Child Abuse Prevention, Blood borne Pathogens, Hazard Communication.
- Willingness to attend meetings, training, and obtain additional certification as requested.

PHYSICAL DEMANDS:

Physical aspects of the position include, but not limited to: walking, standing, bending, kneeling, reaching, and lifting. This position requires constant motion, with little to no sitting.

ESSENTIAL FUNCTIONS:

- Perform cleaning tasks and aesthetic repairs on schedule and as assigned.
- Provide clean and folded towels for member use as needed.
- Report repairs needed to maintain efficiency and safety of department equipment, mechanical, electrical and plumbing systems.
- Maintain communication with shift lead custodian.
- Follow all YMCA, Federal, State and Local regulations relevant to duties performed.
- Uphold the core values of the YMCA when dealing with people within the YMCA facilities and in the community.

YMCA COMPETENCIES (Leader):

Advancing Our Mission & Cause

- Serves others by intentionally welcoming, connecting, and supporting them, and inviting them to get involved and give back to the community.
- Seeks to understand and support change efforts.

Building Relationships

- Listens with the intent to understand the perspective of others by using appropriate communication methods, including open-ended questions.
- Creates a safe environment in which others feel welcome and respected.

Leading Operations

- Responds to challenges with possible solutions in a timely manner.
- Has the functional and technical knowledge and skills to do the job at a high level of accomplishment.
- Explores new ideas, remaining open to new ways of thinking and approaching problems.
- Improvises quickly and appropriately when faced with unexpected circumstances.
- Delivers a high-quality experience to members, participants, or project teams.

Developing & Inspiring People

- Reflects on and learns from successes and mistakes.
- Remains calm and objective when under pressure or when challenged by others.
- Accepts responsibility for behavior.

DISCLAIMER:

Other duties may be assigned to this position at the discretion of the reporting supervisor.
Performance evaluation, based on essential functions and competencies, will be conducted annually.

By signing this description, I acknowledge that I possess all qualifications stated and am **able / unable** (circle one) to perform all essential functions without special assistance.

Employee Signature

Date