Custodian
Holy Rosary Catholic Church
1416 George Street
Rosenberg, TX 77471

General Summary
The Custodian maintains and cleans Holy Rosary Parish facilities as assigned. The Custodian must be a practicing Catholic in good standing with the Church and in support of Catholic teachings, rituals, and traditions. The Custodian reports to the Pastor and coordinates responsibilities through the Office Manager.

Areas of Responsibility
• Performs cleaning on Parish buildings, furnishings, and equipment (church and parish hall) and others as assigned, to include vacuuming, polishing, mopping, waxing, and removing trash
• Performs tasks as assigned by the Pastor
• Reports maintenance issues to the appropriate party for action
• Responds to emergency cleaning requests as required
• Maintains clean, safe, and orderly work site(s)
• Supervisory Responsibilities: None
• Other duties as assigned by the Pastor or Office Manager

Qualifications
• To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.
  • High school diploma or general education degree (GED); with one to three years related experience and/or training

Professional Growth/Performance
• Self-starter, able to work independently
• Maintains professional and positive attitude, appearance and manner

Required Knowledge and Skills
• CMG Connect Safe Haven Certified
• Maintain confidentiality

Working Conditions
• Part time, 16 hours per week (Tuesdays & Thursdays): 12 month position
• Ability to climb stairs

Interested Candidates should Email Resume and minimum salary requirement to aswallers@hrccr.com with Subject Line: Custodian – Job Application