

# 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](mailto:aswallers@hrccr.com) with Subject Line: Custodian – Job Application