Job Title: Part-Time Custodian
Location: Flint Cultural Center Corporation
Reports To: Custodial Supervisor – Facilities Department
FLSA Status: Non – Exempt
*Shift: Varies; may include days, evenings, nights and/or weekends
**Pay Rate is $16.00/hr for employees working at the Flint Cultural Center Academy. Pay rate is $14.00/hr for employees working at all other sites.

GENERAL DESCRIPTION
Under the direction of the Custodial Supervisor, the Part-time Custodian will be responsible for the day-to-day housekeeping of the buildings, heavy cleaning when needed, meetings, special events and classroom setups.

RESPONSIBILITIES
• Daily cleaning and maintenance of all restrooms in the building.
• Cleaning and maintaining floors on a daily basis.
• Cleaning of Classrooms and offices.
• Cleaning of exhibit cases, barriers, and hands-on components after training.
• Emptying and disposing of trash on a daily basis.
• Dusting all unrestricted areas as needed.
• Washing windows as needed.
• Changing light bulbs and tubes as needed.
• Assisting other staff members as time and schedule permits.
• Assisting with the loading and unloading of trucks when necessary.
• Setting up areas for activities as needed.
• Informing Custodial Supervisor of any unsafe or broken building hardware or exhibit components.

QUALIFICATIONS / SKILLS REQUIRED
• Knowledge and ability to properly perform the duties listed above.
• Ability to interact with the public in a pleasant manner while performing job related duties.
• Knowledge of proper cleaning procedures and safety issues in cleaning human fluids and other hazardous materials.
• Knowledge of cleaning products, chemicals, and safety procedures for using them.
• Ability to understand the importance of collections and artifacts: will not clean and or move any artifact or enter collection spaces without the consent of the Curator of Collections or their staff.
• Must be able to lift up to 50 lbs.
• Must be able to remain on feet for prolonged periods of time.

EDUCATION AND/OR EXPERIENCE
• High school graduate preferred.
• Experience as a custodian in the commercial cleaning field is preferred.

Apply To: Email Resume to hr@fcccorp.org

Date Posted: 11.24.22 Posting will remain active until filled.

The Flint Cultural Center Corporation is an Equal Opportunity Employer