**First Baptist Church of Hughes Springs Texas is seeking a custodian to clean the church weekly. Cleaning can take place any time the church is not in session on Sunday morning, Sunday evening, and Wednesday evening.**

**Duties and Responsibilities include:**
1. Custodian is responsible for cleaning the sanctuary thoroughly after services, including vacuuming, cleaning out the aisles of programs or paper left behind, wiping and vacuuming the pews, choir loft and stage, and removing any wax buildup from candles.

2. Custodian is responsible for cleaning all offices, classrooms, restrooms, kitchen, gym, & hallways including:
•Clean windows weekly.

•Clean and vacuum offices weekly and dust furniture.
•Empty the wastebaskets and removes any other debris in communal areas.
•Wipe down and disinfect both kitchens weekly.
•Scrub restrooms after Sunday services and Wednesday services.
•Keep all restrooms stocked with toilet paper, paper towels, and soap.
•Report needed supplies to church secretary
•Report broken or burned out light fixtures as discovered.

3. Provide any and all other duties as deemed necessary by supervisor.

**These duties can be performed at any time the church is not having regular meetings. Minimum hours required 20 per week.**

**Salary:** $10.00 per hour

Required: High School diploma and U.S. citizenship or Lawful Permanent Resident “Green Card”

Preferred: 1 – 3 years of experience cleaning a large multi-room, multi-function facility

**If interested, please send a letter of interest/resume which includes your related work experience and your contact information: phone, email, current address, and 2 personal/work references and their phone numbers.**
email: drorex@fbchs.org

First Baptist Church of Hughes Springs

P O Box 878

Hughes Springs, Texas 75656