

Job Posting Form

Date Posted: March 19, 2021

Send resume to: Stmartindeporresbuffalo@gmail.com

Type of Employment: Summer: Part-Time: x If part-time, # of hours per week 20 Full-Time:

Job Title of Open Position: Custodian

Salary: Commensurate upon experience/education Salary will be: x hourly other

Employer: St. Martin de Porres Church Department

Location Address: 555 Northampton Street Buffalo, New York 14208

Employer website: stmartindpbuffalo.org

Brief Job Description

The custodian is responsible for maintaining the cleanliness, repairs, and other related duties of the church and church grounds. Flexible schedule

Responsibilities

- Maintain work area in orderly condition
- Sweeps and mops floors
- Clean all bathrooms
- Maintain grounds, snow removal, cutting of grass
- Other maintenance and repair work as required
- Maintain the upkeep of church van and equipment
- Remove garbage and debris

Qualifications

- High School degree or GED required
- Basic knowledge of maintenance repairs, plumbing, and electrical
- Must be able to pass a criminal background check

Desired Skills

- Ability to understand and follow routine oral and written instructions
- Ability to get along well with others
- Industrious and dependable
- Must have automobile and New York State Driver's License in good standing

E.O.E.

How to Apply: By Mail E-Mail X Fax as above, no later than April 5, 2021