

**FIRST UNITED METHODIST CHURCH**  
Punta Gorda, Florida

**Position**

**Assistant Custodian**  
Part Time

**General Description:**

Maintain church property by performing cleaning of physical plant and assisting with light repair and maintenance tasks, as needed.

Displays a positive Christian attitude toward helping members of the congregation, servant volunteers, office staff, visitors, suppliers and workers in whatever need arises during your hours of employment.

**Applicant Requirements:**

1. Be in good physical condition. Applicant must be able to lift seventy pounds and assist in moving heavy furniture.
2. Be trustworthy and a self-starter. Be able to work with a minimum of supervision.
3. Be able to work cooperatively with coworkers and servant volunteers.
4. Be a safety conscious person. Be aware of the safety hazards inherent in performing custodial and maintenance work. Be aware of the possible hazards of using maintenance chemicals.
5. Consult the Material Safety Data Sheets (filed in the Business Administrator's office Room 15) to make certain that the employee uses the prescribed safety equipment including, but not limited to, hand protection, eye protection and respiratory protection.
6. Be able to work a flexible schedule where Saturday and Sunday may be included as part of the regular work week.
7. Job responsibilities posted for week's work on custodial bulletin board.
8. Other duties as directed by Facilities Manager

**Note:** A satisfactory report from a background check and completion of the requirements of the Methodist Conference Child Protection Policy is required to become a non-probationary employee.