

CUSTODIAN

St. Elizabeth Ann Seton Catholic Community, Ontario

The Diocese of San Bernardino is a vibrant and diverse community of Roman Catholic Believers committed to bringing the Good News of Jesus Christ to all we encounter. We are guided by the core values of hospitality, collaboration, faith sharing and reconciliation. Through the impact of the Gospel, we seek to fill lives with hope.

Founded in 1980, St. Elizabeth Ann Seton is a beautiful array of ethnic cultures, a traditional parish in a contemporary environment. St. Elizabeth Ann Seton is currently accepting applications for a Custodian.

RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:

- Responsible for the cleanliness and upkeep of the complete church, chapel, rectory, hall and classroom facilities.
- Dust, polish and clean furniture in church, chapel, offices, classrooms and hall.
- Clean fixtures, glass, floors and bathrooms.
- Remove & recycle waste.
- Clean Sacristy, church and chapel as needed.
- Vacuum carpet areas, mop floors, clean and straighten ministry and class rooms, clean kitchen and refrigerators.
- Clean all restrooms completely and refill supplies as needed.
- Other duties as assigned.

QUALIFICATION GUIDELINES:

- High school or GED level education.
- Must be familiar with cleaning products and their appropriate use.
- Knowledge of acceptable cleanliness standards for offices and parish buildings.
- Ability to use cleaning tools such as vacuum cleaner & floor polisher.
- Familiarity with basic hand tools.
- Must be able to read basic English on cleaning agent labels for safety purposes.
- Must be available to work a flexible schedule; possible weekend and holiday scheduling as needed.

PHYSICAL REQUIREMENTS:

Includes but not limited to considerable use of arms and legs, whole body movement, walking, lifting, and stooping, standing, sitting, lifting and carrying 40+ lbs., pushing, pulling, kneeling, crouching, crawling, hearing, speaking, seeing, reaching, repetitive forward bending, repetitive arm/hand motions, prolonged standing.

Interested candidates, please contact:

Fr. John S. Vieira, Pastor

vieira@seascc-ont.org

2713 S Grove Ave, Ontario, CA 91761