



## Full-Time School Cleaner (Evenings & Weekends)

Job Description

### General

Providence Academy is seeking a hardworking and detailed **Cleaner/Janitor** to join our team. This position is strictly dedicated to the cleanliness, sanitation, and presentation of the school building. Working evenings and weekends, you will be responsible for deep cleaning classrooms and common areas, ensuring that students and staff return to a clean environment every morning.

### Key Responsibilities

#### 1. Comprehensive Cleaning (Daily cleaning plan will be provided)

- Vacuum all carpets, wet mop hard floors, empty wastebaskets, and disinfect student desks and high-touch surfaces (doorknobs, light switches).
- Scrub and disinfect toilets, urinals, and sinks; polish mirrors and chrome; refill soap, paper towel, and toilet tissue dispensers.
- Dust mop and wet mop hallways, cafeteria, and gymnasium floors daily.
- Clean interior glass and entry doors; dust window sills, blinds, and fixtures.
- Other cleaning needs as assigned.

#### 2. Event Support

- **Pre-Event Prep:** Ensure restrooms and common areas are ready for weekend events (games, rentals, etc.).
- **Post-Event Reset:** Perform a full clean-up after events conclude so the school is ready for Monday morning classes.

#### 3. Security & Safety

- **Secure Facility:** Ensure all designated windows and doors are closed and locked as you finish cleaning each area and before leaving for the day.
- **Trash Management:** Transport trash and recyclables to outdoor dumpsters; break down cardboard boxes.
- **Supply Management:** Help organize the janitorial closet and notify the Facilities Director when cleaning supplies run low.



## Qualifications

- **Experience:** Previous commercial cleaning or janitorial experience preferred (schools, offices, or medical facilities preferred).
- **References:** Must provide **2-3 professional references** who can verify your reliability and quality of work.
- **Independence:** Must be comfortable working alone in the building during evening hours and staying on task without direct supervision.
- **Physical Requirements:** Ability to be on your feet for the duration of the shift, lift up to 40 lbs (trash bags/supplies), and operate vacuum cleaners, etc..
- **Background Check:** Must pass a comprehensive criminal background check to work in a school environment.

## Attributes We Are Looking For

- **Detail-Oriented:** You notice the dust on the baseboards and the spots on the glass that others miss.
- **Reliable:** You show up on time for every shift, understanding that the school depends on you to open clean the next day.
- **Respectful:** You treat the school building and property with care, supporting our mission to provide an excellent environment for students.

## Compensation

- **Salary:** Competitive, based on experience.
- **Benefits:** Tuition discount if child is enrolled at Providence