



**POSITION OPENING:** Janitorial Services

St. Francis of Assisi Catholic School is seeking a person to work in janitorial services. The ideal candidate is a hard-working, trustworthy, and responsible individual. This position will serve to support the Facilities and Maintenance Manager in keeping the campus clean, healthy, and safe for all students and staff. The position is for the 2021/2022 school year.

**POSITION DESCRIPTION**

- 12-month part-time exempt without benefits (25 hours per week)
- Maintain professional attitudes and loyalty to the school at all times. Treat all students, parents, and staff with dignity and respect.
- Reports to the Facilities and Maintenance Manager
- Responsible for cleaning the campus Monday through Friday from 3pm – 8pm
- Electrostatic spray all classrooms daily
- Report any facility and safety issues
- Performs additional duties at the request of the Facilities and Maintenance Manager

**QUALIFICATIONS**

- Prefer a practicing Roman Catholic with a strong commitment to and working knowledge of the Catholic faith
- Minimum of 5 years working in the cleaning industry
- Strong history of maintaining standards of cleanliness at a large facility
- Strong communication skills

**SALARY:** Hourly wage based on experience and qualifications.

Interested and qualified candidates are asked to submit a letter of introduction and resume by email to Mrs. Jeannette Lambert at [jlambert@sfayl.org](mailto:jlambert@sfayl.org) or hardcopy to St. Francis of Assisi School, 5330 East Side Circle, Yorba Linda, 92887.