

Housekeeping/Custodian
Job Description



Job Title: Housekeeper/Custodian

Description: To maintain a safe and clean environment in and around Timber Bay Camp's building structures.

Responsibilities: To provide dedicated and thorough service including, but limited to ...

- Dusting and vacuuming
- Scouring toilets and sinks
- Sweeping and mopping
- Washing windows
- Emptying garbage containers
- Replacing paper products and light bulbs
- Deeper "spring" cleaning
- Assisting in keeping camp clean and uncluttered.

Responsible to: Facility Manager

Standards of Performance: Responsibilities will be performed with an eye for detail in a timely manner. Cleaning equipment and chemicals must be used for their intended purpose.

Job Prerequisite: Applicant must be at least 17 years old and must be teachable and follow directions and checklists. Must be able to move furniture and appliances, work in small areas and work with chemicals Applicant must have a current driver's license. Applicant is expected to complete and be certified in CPR/AED and First Aid training provided by Timber Bay. Job application must be completed and on file at Timber Bay.

Pay Rate: Ranges from \$75 to \$200 per week for summer salary or ranges \$6.00 to \$8.00 per hour for part time. Room and board may be a provided in some situations.

As holder of this position, I accept the above responsibilities and with God's help, will perform them to the best of my ability.

Staff person signature: _____

Supervisor signature: _____

Date: _____