

Masjid and Seminary Custodian Job Description

We are looking for a proactive, efficient Masjid and Seminary Custodian who possesses an understanding of proper cleaning methods and a respect for the religious and cultural beliefs of others. The Masjid and Seminary Custodian will ensure that all publicly accessible areas of the Masjid and Seminary are clean and ready for other staff members and the congregation to use. You will make minor repairs, change light bulbs, vacuum, sweep, and scrub floors, sanitize surfaces, and restock items, such as toilet paper, paper towels, and other supplies. You may also maintain supply inventory, submit purchase requests, and assist with preparations for events, such as weddings or funerals.

To be a successful Masjid and Seminary Custodian, you should be observant, respectful, motivated, and committed to providing Masjid and Seminary members, visitors, and staff with a clean, orderly place to worship and congregate. You should also be knowledgeable about proper chemical handling and cleaning techniques and have the ability to make basic repairs, including plumbing and electrical work.

Masjid and Seminary Custodian Responsibilities:

- Maintaining clean Masjid and Seminary facilities by performing weekly duties and daily spot cleaning in all public areas of the building, including bathrooms, sanctuary, kitchens, and meeting rooms.
- Working with other maintenance team members and Masjid and Seminary staff to ensure that all areas are cleaned and stocked with necessary items.
- Observing proper chemical handling procedures when working with cleaning agents, including wearing gloves, goggles, or masks and following written or verbal instructions.
- Performing maintenance, such as changing light bulbs and restocking bathrooms, and making repairs.
- Assisting with event preparations and clean up.
- Taking inventory of cleaners and other supplies and submitting requests when items need to be replenished.
- Interacting with Masjid and Seminary staff and visitors in a respectful, positive manner.

Masjid and Seminary Custodian Requirements:

- High School Diploma or equivalent.
- Custodial experience or training may be required.
- Understanding of cleaning techniques and safety procedures.
- Ability to lift up to 50 lbs and pass a background check and pre-employment drug screening.
- Strong communication, comprehension, and interpersonal skills.
- Flexibility to adjust their schedule to suit the needs of the Masjid and Seminary.

- Motivation to work independently or with others to provide thorough, efficient custodial services to the Masjid and Seminary