



Custodian

Job Description

JOB TITLE: Custodian

REPORTS TO: Facility Manager

POSITION TYPE: Full-time

COMPENSATION: Commensurate with experience

DAYS & HOURS: Monday-Saturday, includes evenings

NATURE AND SCOPE OF JOB:

We are looking for a proactive, efficient Custodian who possesses an understanding of proper cleaning methods and a respect for the religious and cultural beliefs of others. The 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.

QUALIFICATION AND EXPERIENCE:

- High school diploma, GED, 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
- Strong communication, comprehension, and interpersonal skills.

JOB DESCRIPTION AND RESPONSIBILITIES:

The job description and responsibilities of the Custodian include, but are not limited to the following:

- 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.

Submit your resume and three professional references to:

facilitymanager@darussalamfoundation.org

DarusSalam Seminary

21W525 North Avenue, Lombard, Illinois 60148 • 630.360.2373 • masjidds.org

Brothers: Office@masjidDS.org • **Sisters:** WomenAdmin@masjidDS.org