



Job Description

Position Title: Summer Facilities Staff

Purpose of Position

Summer Facilities Staff is responsible for fulfilling the mission of Des Moines Christian School by cleaning and maintaining the facility.

Position:

- 20-30 hours per week
- Seasonal position
- Hourly, At-will employee

Reports To: Property Manager
Evaluated By: Property Manager
Direct Reports: None

Qualifications:

- High School Diploma or GED
- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible believing church and committed to growth in their personal relationship with Jesus Christ.
- Ability to lift 50 pounds

Professional Profile:

- Demonstrated commitment to the mission of DMCS: *Equipping minds and nurturing hearts to impact the world for Christ.*
- Characterized with integrity and maintains confidentiality
- Utilizes critical thinking and problem solving skills.
- Maintains a high level of attendance and is punctual
- Possesses ability to follow directions and work independently
- Works with staff in other departments as a team player

Responsibilities:

- Cleaning classrooms including moving furniture to prepare the classrooms for the upcoming school year
- Sweeps, scrubs, mops, and waxes floors
- Vacuums and shampoos carpets
- Cleans restrooms according to schedule
- Washes windows and glass doors
- Empties and cleans trash receptacles daily
- Picks up litter in and around the building
- Assists Groundskeeper with various landscape maintenance