



# AGAPE FAMILY WORSHIP CENTRE

## JOB DESCRIPTION

**Job Title:** Janitorial Attendant

**Department:** Operations

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### Position Summary

The Janitorial Attendant is responsible for maintaining the cleanliness and general upkeep of the Agape Family Worship Centre's facilities. This role ensures that all areas of the church are clean, sanitary, and well-maintained, providing a welcoming environment for congregants and visitors. The Janitorial Attendant will perform routine cleaning tasks, and support facility operations.

### Required Experience and Knowledge

- Experience in custodial or janitorial work.
- Knowledge of cleaning techniques, materials, and equipment.
- Ability to follow safety protocols and handle cleaning chemicals safely.
- Strong attention to detail.
- Good time management and organizational skills.
- Ability to work independently and as part of a team.
- Basic maintenance and repair skills are a plus but not required.
- Physical stamina to perform manual labor and handle cleaning equipment.

### Key Responsibilities

- Clean and sanitize restrooms, kitchens, and common areas.
- Sweep, mop, and vacuum floors.
- Dust and polish furniture, fixtures, and fittings.
- Empty trash receptacles and dispose of waste.
- Restock supplies such as soap, toilet paper, and paper towels.
- Set up and clean up after events.
- Report any major maintenance or repair needs to the Facilities Manager.
- Ensure all cleaning equipment and materials are used and stored safely.
- Follow established cleaning schedules and protocols.
- Maintain an inventory of cleaning supplies and request replenishment as needed.
- Assist with snow removal and other seasonal tasks as required.
- Adhere to all health and safety regulations.

## **Desired Attributes**

- High level of reliability and punctuality
- Strong work ethic
- Attention to detail
- Positive attitude
- Ability to work collaboratively with staff and volunteers
- Commitment to maintaining a clean and welcoming environment