

# CUSTODIAL STAFF

## JOB DESCRIPTION

POSITION TYPE: Hourly, Non-Exempt, Year-round

SUPERVISOR: Executive Director

### POSITION SUMMARY

Custodial Staff is responsible for the cleanliness of the pool, fitness center, locker rooms, community room, offices, entry, and hallways at the Bayfield Recreation Center.

### WORK ENVIRONMENT

Individuals in this job will be subject to varied environments from hot & humid to airconditioned.

### REQUIRED QUALIFICATIONS

Must be 18 yrs or older to apply

Must be post-high school

### DUTIES AND RESPONSIBILITIES

- Clean, stock and supply designated facility and supply areas
- Cleaning tasks include mopping, vacuuming, dusting, locker room & restroom cleaning, taking out garbage & recycling
- Notify management of occurring deficiencies or needs for repairs
- Make adjustments and minor repairs
- Follow applicable health and safety regulations
- Carry out deep cleaning tasks and special projects
- Document and report incidents, injuries, complaints, broken equipment, etc. as necessary in accordance with RFR policies and procedures.
- Ability to exercise mature judgement and sound decision making
- Ability to communicate positively and effectively with staff and members.
- Maintain a high level of professionalism and a positive attitude.
- Other duties as assigned.

### COMPENSATION

- Flexible scheduling. Up to 30 hours/week.
- Hourly rate depending on experience and performance. Starts at \$11/hr
- Free Membership to the Bayfield Rec Center.
- 50% off any RFR classes and programs with fees.
- Up to 3% matching contribution to Simple IRA after 1 year for those who qualify