

CROSSPOINT ACADEMY CUSTODIAN, NORTH CRESTVIEW CAMPUS

Position Title:	Crosspoint Academy Custodian Non-exempt Position
Date:	July 2025
Supervisor:	Crosspoint Academy Director, North Crestview Campus
Purpose:	Helping connect kids to Christ by creating a distraction-free, clean and safe environment by keeping our Crosspoint Academy facilities clean, orderly, secure, maintained and ready for ministry.

PRIMARY DUTIES:

1. Responsible for day-to-day cleaning and upkeep of Crosspoint Academy's condition and cleanliness including but not limited to:
 - a. Sweep, mop floors; vacuum and clean rugs and carpets; clean restrooms and tables/chairs and trash removal
 - b. Wash and dust windows, walls, and blinds.
 - c. Operate and maintain custodial equipment and supplies.
2. Carry out weekly/monthly cleaning tasks.
3. Follow cleaning procedures/specifications outlined by manufacturer's directions and checklist.
4. Stock and maintain an orderly custodial supply room.
5. Uphold the Staff Covenant.

SKILLS DESIRED:

1. A self-starter who can multi-task and prioritize workload.
2. Eye for details and general knowledge of cleaning.
3. Be helpful to team members and other staff.
4. Effective verbal and written communication skills.
5. Can-do confidence and approaches problems as opportunities with whatever-it-takes attitude.
6. Ability to work effectively independently and as a team and always portray the church, staff, and ministry in the most positive light in the church as well as in the community.

KEY PERFORMANCE MEASUREMENTS:

1. Maintains a clean and orderly environment in all areas of our Kids Ministry as detailed in the cleaning checklist as well as required by DCF.
2. Spaces are well cleaned and prepared on time for Crosspoint Academy to accept children into care hazard free.
3. Reliability and flexibility to support all ministries of Crosspoint.

PHYSICAL ACTIVITIES AND WORK ENVIRONMENT:

1. Frequently travels over common ground and surfaces such as hallways and sidewalks.
2. Frequently bends, crouches, and kneels.
3. Occasionally reaches overhead.
4. Frequently lifts or transports items weighing 25 pounds or less.
5. Frequently operates equipment used on primary duties.
6. Frequently uses visual acuity to perform primary duties.