

The Concord Family YMCA is accepting applications for housekeeping staff.

M-F 4 hrs per day in our Child Development Center flexible times.

M-F 4 hrs per day in our Wellness Center flexible times.

M-F 4 hrs per day in General Services Evenings 7-11 PM

Sat.&Sun. 8 hrs per day in General Services 8 AM-4 PM

Job Description

Position Title: Member Services- Facilities Maintenance/Custodian

Reports To: Facility Director, Operations Manager

Salary Range: \$8.00-\$10.00 per hour

Job Summary

Cleans and sanitizes assigned areas, including such duties as mopping, dusting, and trash removal. Washing and drying towels. To perform the job successfully, an individual must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Specialized, Technical or Practical Know How

- 6 months or more of related experience preferred.
- Ability to report and record maintenance requests.
- Knowledge of cleaning methods and equipment.
- Basic understanding of the upkeep and care of equipment.
- Understanding of cleaning compounds and chemicals, and their safe, efficient use.
- Ability to read and interpret instructions, procedures, manuals, and other documents

Human Relations Skills

YMCA Competencies (Leader) Mission and Community Oriented: Accepts and demonstrates YMCA values, works effectively with people of different backgrounds, abilities, opinions and perceptions. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them.

People Oriented: Seeks first to understand the other person's point of view, and remains calm in challenging situations. Builds rapport and relates well to others. Listens for understanding and meaning; speaks and writes effectively, takes initiative to assist in developing others.

Results Oriented: Strives to meet or exceed goals and deliver a high-value experience for members. Embraces new approaches and discovers ideas to create a better member experience. Makes sound judgments, and transfers learning from one situation to another.

Establishes goals, clarifies tasks, plans work and actively participates in meetings, supports fundraising. Follows budgeting policies and procedures, and reports all financial irregularities immediately.

Personal Development Oriented: Accurately assesses personal feelings, strengths and limitations and how they impact relationships, pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process.

Other Job Responsibilities

May complete duties related to window washing, meeting set up, pool cleaning, snow removal, grounds-keeping, and other related responsibilities.

End Result

Consistently strive to maintain a safe, clean and attractive building.

Certificates and Training Provided

Child Abuse Prevention

New Employee Orientation

MSDS/Chemical Safety

Blood Borne Pathogens

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Sufficient physical strength and agility to carry out essential duties.
- Ability to erect and stand on ladders and platforms at heights up to 30 feet.
- Ability to work with paint, cleaning equipment, chemical compounds, solvents, cleaners, and solutions in dry, liquid, powder, spray, and aerosol forms.
- Ability to paint, clean equipment, and operate motorized equipment as needed.
- Ability to work in conditions that will create dirt and dust.
- Ability to perform essential maintenance to facility or equipment which may involve, but not limited to the following activities: climb stairs, semi – reaching to full-reach overhead; crouching; kneeling; shoveling; carrying, working in narrow and/or confining spaces: underground, overhead, and at ground level; twisting of the waist, shoulders, and legs; and lying on stomach and/or back, lift and move 50 pounds, have finger dexterity grasp, perform repetitive motions, talk, hear, and have visual activity.

Work Environment

The work environment described here is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate to loud.

Job Type: Part-time

Salary: \$8.00 to \$10.00 /hour