



Job Title: Custodial/Janitorial Lead

Location: Union Gospel Mission Women's Recovery at Anna Ogden Hall

Status: Full-time

#### Position Overview

We are looking for a professional, highly motivated, and organized self-starter, capable of working in a fast-paced environment. A successful applicant will work with integrity and honesty for a great cause. The Custodial/Janitorial Lead is responsible for leading the team that keeps the facility clean, and for completing maintenance requests as submitted.

#### Responsibilities

- Clean carpets, tile, vinyl and other floor surfaces
- Order cleaning and paper supply inventories
- Maintain custodial and building equipment
- Maintain gardens, lawns, and sidewalks
- Complete maintenance requests: replacing light bulbs, repairing walls, and performing small electrical and plumbing repairs

#### Required Qualifications

- Self-starter with ability to facilitate cleaning crews
- Ability to communicate with a diverse and vulnerable population
- Current driver's license and good driving record
- Computer experience using Microsoft, Word, Outlook and Excel
- Two years of janitorial and/or trade experience
- Some experience in plumbing, electrical, construction, and painting

Compensation: \$14.42-18.75 hourly, depending on experience

#### Wages & Benefits

- Competitive hourly wages with full benefits (health, dental and retirement)
- Family-friendly work schedule (Monday through Friday, no late nights and no Saturdays)

Must be committed to the Christian faith and comply with drug-free, tobacco-free, and alcohol-free policy. Submit a letter of interest and résumé to:

UNION GOSPEL MISSION  
teri.munson@uniongospelmission.org  
Human Resources, 1224 E Trent Ave., Spokane, WA 99202  
Fax: 509-535-0315