



Lial Catholic School

Job Description: Full-Time Custodian (Facilities & Grounds)

Position Summary

The Custodian is responsible for maintaining a clean, safe, welcoming, and orderly environment across all indoor and outdoor areas of Lial Catholic School. This role supports the daily life of the school by ensuring classrooms, hallways, restrooms, common spaces, playgrounds, and campus grounds are clean, functional, and well cared for. The ideal candidate takes pride in their work, is self-directed, dependable, and committed to supporting a positive environment for students, staff, and families.

Key Responsibilities

Indoor Cleaning & Facility Care

- Clean and sanitize classrooms, offices, restrooms, hallways, and shared spaces daily
- Sweep, mop, vacuum, dust, and perform routine floor care
- Empty trash and recycling throughout the building
- Set up and break down spaces for meetings, school events, and liturgies
- Perform routine maintenance tasks such as replacing light bulbs, unclogging drains, minor repairs, and reporting more complex issues
- Support safety and security by ensuring doors, windows, and facility equipment are properly functioning

Outdoor Campus & Grounds Maintenance

- Maintain school grounds, including lawn care, leaf removal, snow and ice removal, mulching, trimming, and general landscaping
- Inspect playground areas and equipment for cleanliness and safety
- Assist with upkeep of walking paths, signage, exterior buildings, and parking areas
- Support seasonal maintenance needs (snow shoveling, salting walkways, basic outdoor repairs)



General Operations Support

- Respond to facility-related requests from staff in a timely, professional manner
- Monitor inventory of cleaning supplies and equipment; communicate needs to supervisor
- Follow established safety protocols and material-handling procedures
- Assist external vendors, repair teams, and inspectors as needed
- Contribute to a culture of stewardship and hospitality characteristic of a Catholic school environment

Qualifications

- Prior custodial, maintenance, or groundskeeping experience preferred
- Ability to lift up to 50 pounds and perform physical tasks throughout the day
- Basic knowledge of cleaning methods, tools, and safe handling of chemicals
- Comfortable working both indoors and outdoors in varying weather conditions
- Reliable, punctual, organized, and able to work independently
- Commitment to maintaining a safe, clean, and mission-aligned school environment

Personal Attributes

- Positive, service-oriented attitude
- Attention to detail
- Strong work ethic
- Respect for the mission and values of Lial Catholic School
- Willingness to collaborate and support school needs as they arise

Application Process

Interested candidates should submit a résumé and references to:
Christian Mocek, Head of School: cmocek@lialschool.org