True to You

ARCHBISHOP HOBAN HIGH SCHOOL

Sponsored by the Brothers of Holy Cross

Position: School Custodians

Position Summary: Archbishop Hoban High School is seeking two full-time custodians to join our Facilities team. The primary responsibilities of these positions include cleaning, maintaining, and preparing the building to ensure a clean, safe, and welcoming environment for students, faculty, staff, and visitors each school day.

We are a private Catholic high school in the heart of East Akron and rooted in the Holy Cross tradition. Our Holy Cross values are essential to our identity and philosophy of educating the hearts as well as the minds of our students. We celebrate diversity, value each person, and welcome one another with the hospitality of Christ. Our Holy Cross educators nurture student achievement and growth through collaborative planning and execution of curricula and encourage an expectation of lifelong learning.

Position Responsibilities:

- Perform daily cleaning and maintenance tasks, including sweeping, mopping, vacuuming, and dusting classrooms, hallways, restrooms, and common areas.
- Empty trash receptacles in accordance with school policies.
- Clean and sanitize restrooms and replenish supplies as needed.
- Set up and arrange furniture for school events, meetings, and activities.
- Monitor and report any maintenance or repair needs to the Director of Facilities.
- Follow safety procedures and use cleaning equipment and chemicals properly.
- Assist with emergency clean-ups as needed.
- Other duties as assigned.

Position Qualifications:

- High school diploma or equivalent.
- The ability to remain flexible to prioritize assignments set forth by management.
- The ability to work collaboratively with others, demonstrate self-motivation, and perform duties effectively and efficiently while consistently following safe work practices is essential for this position.
- Appropriate criminal record checks by the Ohio Bureau of Criminal Identification and Investigation and the Federal Bureau of Investigation, and the completion of VIRTUS Protecting God's Children training are required.

Benefits: In support of our employees and their families, we offer a comprehensive benefits package that includes medical, dental, vision, flexible spending account, life insurance, long-term disability, 401k match and an additional 5% discretionary employer contribution, tuition reimbursement, fitness center, Hoban store discounts, paid holidays, and year-long spiritual engagement and professional development opportunities.

Please complete our non-teaching application at www.hoban.org. The posting will remain open until filled.