

Gratitude and Opportunity for Janitor at Unity

After decades of devoted service our Unity of Walnut Creek janitor, Frank Chaud has stepped down. We wish Frank health and happiness and give thanks for his loyal service for these many years. Mike McGarvey is currently serving as our temporary janitor. Thank you, Mike for stepping in to fill the gap!

We are now ready to hire an eco-friendly janitor or janitorial service. If you have a referral (please email Charlene@unityofwalnutcreek.org) ASAP or if you are interested in the position, please read on.

Unity is Seeking an Eco-Friendly Janitor

Unity of Walnut Creek is seeking a proactive, efficient, detail-oriented, positive and dedicated janitor who possesses knowledge and commitment to environmentally sustainable and proper cleaning methods. The right person or company will ensure that all publicly accessible areas of our center are clean, safe and ready for staff, volunteers, visitors, children and congregational use. Cleans every Saturday and Monday with additional days scheduled as needed.

Duties

At least two times weekly vacuuming, sweeping and mopping all indoor floors, scrubbing bathrooms, dusting and sanitizing all surfaces, removing cobwebs, removing (and sorting) trash, recycling and compost and sweeping outdoor areas. Regularly clean windows, floor drains, garbage disposals and light fixtures. Deep clean floors and other spaces and re-stock items, such as toilet paper, paper towels, hand soap, other supplies. The janitor is expected to report any safety or security concerns promptly to supervisor and stay in good communication overall. Additional duties may include repair and maintenance.

Responsibilities:

- Maintaining clean facilities by performing at least twice weekly duties in all public areas of the property, including all bathrooms, Sanctuary, kitchen, offices and meeting rooms.
- Working with other maintenance team members and staff to ensure that all areas are cleaned and stocked with necessary items.

- Using environmentally friendly products and methods for everyday cleaning and supplies.
- If required and approved by staff to use chemicals, observing proper handling procedures, including wearing gloves, goggles, or masks and following written or verbal instructions.
- Following all Covid-19 (or similar relevant) requirements, protocols and sanitization for safety of self, others and all users of the facility.
- Interacting with Unity staff, volunteers, congregants and visitors in a respectful, positive manner.
- Possible assistance with event preparations and clean-up.
- Providing equipment, supplies and cleaners, or, as agreed, making inventory of cleaners and other supplies and submitting requests when items need to be replenished.

Requirements:

- Janitorial or extensive cleaning experience.
- Use and knowledge of environmentally sustainable products and cleaning techniques and safety procedures.
- Ability to lift up to 50 lbs., climb stairs, be physically active for up to four hours at a time and climb ladders as needed.
- Pass a background check and pre-employment drug screening.
- Strong communication, comprehension, and interpersonal skills.
- Flexibility to adjust schedule to suit the needs of the center.
- Motivation to work independently or with others to provide thorough, efficient custodial services to Unity.
- Clean, organized, observant, respectful, motivated, flexible, communicative, and committed to providing congregants, visitors and staff with a clean, orderly space.

Desired Additional Qualities: the ability to make basic repairs, including plumbing and electrical work.

To apply, please send your resume and statement describing your interest in the position and any references you have to Charlene@unityofwalnutcreek.org by April 21.