



Job Title: Sonshine Facility Person

Position: Cleaning/Janitorial Position

Requirements:

- Health Assessment and TB Test
 - Documentation of all previous injuries prior to employment
- Two Professional References
- Complete Employee File regulated by DHS
- Background Clearances
 - Criminal
 - FBI
 - Child Abuse
 - NSOR Clearance
- Efficient ability to perform janitorial and maintenance duties

Estimate Number of Hours:

- The specified cleaning areas are to be outside of childcare operation hours, which are 7:00 am – 5:00 pm.
- Preferred cleaning hours are between the hours of 8:30 pm – 6:30 am.
 - If approved, you may clean at the close of our childcare hours (5:15 pm) as long as there are no church related events occurring in assigned cleaning area.
 - This will require open communication and flexibility.
- Weekly Average: 15-20 hours a week (Sunday – Friday) or agreed upon a routine schedule
 - Sunday: spot cleaning in preparation for Monday's business hours

Overall Job Description:

- Cleaning position includes but is not limited to the large areas of the childcare facility such as hallway, classroom floors, large bathroom areas, gym, and high touch areas. Please see detailed instructional guide.

Direct Report:

- Bethany Sarna
- Forms of communication: e-mail preferred but available by phone if needed for urgent matters.
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