



JOB DESCRIPTION BUILDING & GROUNDS CUSTODIAN PART-TIME

Job Title & Classification: Building & Grounds Custodian, Part-Time, \$15/hr, Up to 30 hrs/week

Reports to: Director of Maintenance for Alto Frio Baptist Encampment.

Job Overview: Carries out preventive and scheduled maintenance of all Alto Frio grounds, facilities, and equipment.

Duties & Responsibilities:

- A. Responsible for grounds keeping and lawn maintenance to include: Mowing, Trimming/Edging, Tree Trimming, General Landscaping, Lawn Care Equipment Maintenance, and watering.
- B. Assists camp staff in cleaning and general maintenance of camp facilities.
- C. Assists camp staff in trash collection.
- D. Assists in maintaining safety for both employees and guests by being observant at all times, assisting guests when needed, and notifying the Director of Maintenance of any safety concerns.
- E. Provide quality customer service, anticipating and meeting guests' needs to ensure a positive Alto Frio experience.
- F. Performs other tasks as assigned.

Qualifications:

- A. Demonstrates a commitment to Christ and church. Be an active member, preferably of a Southern Baptist church.
- B. A high school diploma; preferably some technical school training.
- C. Qualifies to operate camp equipment including, but not limited to: Tractors, Mowers, Trimmers, Chainsaws.
- D. Aptitude to grow and learn additional skills.
- E. Ability to work with minimum supervision.
- F. Frequently required to stand, walk, sit, bend, stool, kneel, climb, talk, hear, and ride.
- G. Regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 40+ pounds, and occasionally lift and/or move up to 75 pounds.
- H. Required to use hands and fingers to feel, handle, or operate objects, tools or controls; and to reach with hands and arms.
- I. Required to have vision abilities to include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- J. Required to have a valid driver's license, a safe driving record, and proof of automobile insurance.
- K. Should be able to work satisfactorily under pressure and demonstrate a poise that reflects the views and principles of Alto Frio Baptist Encampment.