



Janitor

THE ORGANIZATION:

St. Vincent's is a Roman Catholic organization sponsored and operated by the Daughters of Charity of St. Vincent de Paul, which provides programs for children, families, and seniors that are based on community needs. St. Vincent's is the longest continuously operating human service agency in Santa Barbara. St. Vincent's began operations in 1858.

PURPOSE:

The Janitor is responsible for the overall cleaning and sanitation of hallways, stairwells, offices, and community areas across multiple St. Vincent's locations. In accordance with our philosophy, goals and discipline statement, this individual must provide a clean, sanitary, comfortable, and orderly environment for residents, employees, and public visitors. This position requires good physical health, with the ability to move continuously during work hours and lift up to 50 pounds.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Demonstrate a passion and commitment for the Mission and Vincentian Core Values of St. Vincent's and the Daughters of Charity.
- Operate mechanized cleaning equipment, such as vacuums, polishers, etc.
- Maintain facility in a clean and sanitary condition through washing, sanitizing, disinfecting, cleaning and replacement of equipment and furnishings.
- Responsible for disposal of trash, waste, and other disposable materials.
- Must handle various cleaning solvents, chemicals, etc., and comply with all regulations such as OSHA, EPA, State Health Department, etc.
- Damp dust furniture, light fixtures, windowsills, etc.
- Wet mop floors in all community bathrooms, and damp/dust mop all corridor floors, lobby, dining areas, and other areas as needed.
- Identify and report any needed repairs immediately to supervisor, such as leaky faucets or toilets, loose tile, broken windowpanes, missing nuts or screws, etc.
- Handle and use germicidal solutions to clean, with procedures for solution handling/use as an integral part of the Housekeeper's training.
- Wash windows as scheduled.
- Other tasks as assigned.

QUALIFICATIONS:

- Minimum of two years of experience in the field of general housekeeping or cleaning of commercial buildings or institutions.
- Must have general knowledge of cleaning equipment.
- Must have a working knowledge of the English language in order to converse with co-workers and follow written instructions.
- Must possess exceptional time management and detail-orientation skills.
- Ability to work independently with a strong level of organizational skills.
- Is conscientious in follow-through on job requirements and has the ability to be a self-starter.

PHYSICAL DEMANDS:

The employee must regularly lift and/or move up to 35 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Employees may occasionally be required to drive a motor vehicle.

Must pass criminal background fingerprint check, pre-employment physical with a negative TB test and have a valid California Driver's License with clean DMV record.

The COVID-19 vaccination series is a requirement for this position.

The position is full-time, hourly and is scheduled to work Monday – Friday (1:30pm – 10:00pm).

Compensation: \$17.00 - \$21.00 an hour

EXCELLENT BENEFITS

Health Insurance ° Dental Insurance ° Vision Insurance

Life Insurance - \$50,000

Retirement Plan - 403(b) and 401(a)

Gym Membership

Paid Holidays - 13 Holidays per Year

Paid Time Off (PTO)

Paid Bereavement Leave

Paid Jury Duty Leave

100% Generous Preschool Enrollment Discount at our Center

Education Reimbursement up to \$1,000 per quarter/semester

Job Signing Bonus - 5% of Annual Salary

Referral Bonus - \$500 per Successful Job Referral

Transportation Benefit - Paid Mileage to and from work from home

Wellness Days - Four (4) paid wellness days to all benefits eligible Associates per calendar year

TO APPLY: Please submit a resume to hr@sv-sb.org.

NO PHONE CALLS OR WALK-INS PLEASE.

Opened in 1858 by the Daughters of Charity of St. Vincent de Paul, St. Vincent's is a Roman Catholic organization serving the needs of the Santa Barbara Community. For more information regarding St. Vincent's and its mission, please view our website at <https://www.stvincentsb.org/get-involved/careers/>.