

Part-Time Custodian
St. John American Lutheran Church
1912 W. 13th St. Sioux Falls, SD 57104

Job Description

We are seeking a proactive and efficient Church Custodian who possesses an understanding of proper cleaning methods. The Church Custodian will ensure that all publicly accessible areas of the church are clean and ready for other staff members and the congregation to use.

To be a successful Church Custodian, you should be observant, respectful, motivated, and committed to providing church members, visitors, and staff with a clean, orderly place to worship and congregate. You should also be knowledgeable about proper chemical handling and cleaning techniques, be able to make basic repairs, including plumbing and electrical work, and be able to lift up to 50-75 pounds.

An average of 15-20 hours per week will be utilized for all custodial assignments. Recognition that some weeks will require more than 20 hours, while others will require less than 20 hours. You are authorized to modify on a week-to-week basis whenever possible.

You are accountable to the Board of Properties and Staff Support for your performance.

Job duties:

- Maintain clean church facilities by performing weekly duties and daily spot cleaning in all public areas of the building, including bathrooms, sanctuary, kitchens, and classrooms.
 - Floor care: sweep, mop, vacuum (including dusting of ledges & carpeted areas).
 - Remove trash from all areas: Recycle paper and plastic.
 - Smudge removal on windows, doors, chairs, and wall areas.
- Observe proper chemical handling procedures when working with cleaning agents and fertilizers, including wearing gloves, goggles, or masks, and following written or verbal instructions.
- Performing maintenance, such as changing light bulbs, restocking bathrooms, and making repairs. Or schedule professionals for repairs.
- Assisting with event preparations and clean up – set-up and take down furniture. On occasion, work evenings to set up for morning events or work Sunday afternoon or evenings for a Monday event.
- Taking inventory of cleaners and other supplies and purchasing items when they need to be replenished.
- In winter, boiler and furnace monitoring is required and recommended.
 - The boiler room (furnace area) must be kept tidy to avoid fire hazards.
- Monitoring heating and air conditioning systems.
- Maintain stair carpeting and tiles to avoid accidents and to give the best appearance.
- Interact with church staff and visitors in a respectful, positive manner.

Required:

- Understanding of cleaning techniques and safety procedures.
- Minor electrical and plumbing skills.
- Ability to lift as much as 50-75 lbs. and climb ladders.
- Pass a background check and pre-employment drug screening.
- Strong communication, comprehension, and interpersonal skills.
- Flexibility to adjust their schedule to suit the needs of the church.
- Motivation to work independently or with others to provide thorough, efficient custodial services to the church.

Application Process:

- Email cover letter (**with one professional and one personal reference**) with resumé to office@stjohnlutheran.net . Snail mail application materials can be sent to the church at 1912 W. 13th St. Sioux Falls, SD 57104 .
- Application materials will be received and considered until **August 23, 2026**, by the end of the business day. The start date for the position is **September 1, 2026**.
- If you have any questions about this position or the application process, please call the church 605-336-3253 and ask to speak to the Pastor.

Last Updated By:	Staff Support, Board of Properties, and Senior Pastor	Date:	August 2026
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