



Sexton Job Description Bethlehem Lutheran Church

Job Summary:

Responsible for the custodial cleaning and building readiness of the church and church office for worship services and related activities, scheduled meetings, and special events, i.e. fellowship luncheons, dinners, funerals, weddings and other duties as requested by the Property Committee.

- Custodial cleaning of the sanctuary, classrooms, offices, restrooms, and fellowship hall, including sanitizing rooms after use.
- Advise Property Committee when to order bathroom and cleaning supplies (paper products, soap, etc.).
- Regularly inspect the church property for areas of concern.
- Communicate with Property Committee to resolve building issues.
- Must be available to work on weekends for church special events (i.e., weddings, funerals etc.)

This is a part time position.

- Approximately 10-15 hours per week.
- Flexible schedule is preferable, available to work some evenings and an occasional weekend.
- Retirees are welcome.

Send resumes to bethluth@hotmail.com with “Sexton Job” in the subject line.