



## **High School Custodian**

St. John Paul II Catholic High School is looking for a full-time custodian. The custodian plays a vital role in maintaining a clean, safe, and welcoming environment for students, staff, and visitors at St. John Paul II Catholic High School. This position is responsible for the upkeep of school buildings and grounds in alignment with the school's mission and Catholic values.

### **Essential Duties & Responsibilities:**

#### **Cleaning & Maintenance:**

- Clean and sanitize classrooms, offices, hallways, restrooms, cafeteria, and other school facilities.
- Sweep, mop, vacuum, and buff floors as needed.
- Empty trash and recycling bins daily.
- Disinfect surfaces and high-touch areas to maintain health and safety standards.
- Set up and break down rooms for school events, meetings, and liturgical celebrations.
- Assist in maintaining the school grounds, including shoveling snow, salting walkways, and minor landscaping.

#### **Cafeteria:**

- Manage the school's lunch program, which consists of communicating with vendors on a regular basis and placing, picking up and distributing lunch orders.
- Work with the business office on ensuring any needed kitchen supplies.

#### **Safety & Security:**

- Monitor and report any maintenance or safety concerns to the Facilities Manager or administration.
- Ensure all exits, hallways, and emergency routes remain clear and accessible.

#### **Other Responsibilities:**

- Assist with receiving and storing school supplies and deliveries.
- Support faculty and staff with facility-related needs.
- Demonstrate respect and professionalism in interactions with students, staff, and visitors.
- Uphold the school's Catholic values and commitment to service.

Interested applicants who have the qualifications and expertise are encouraged to apply attaching a cover letter, resume/CV, and supporting employment information (e.g., transcripts, reference letters, certification/licenses) to [dolszewski@jp2falcons.org](mailto:dolszewski@jp2falcons.org).



## **About the Employer**

In one of the most dynamic and growing areas in the country, St. John Paul II Catholic High School (JPII) is also growing and expanding. Operated by the Diocese of Birmingham and a Board of Trustees, JPII offers students a faith-based, college preparatory high school curriculum and environment. We serve a growing, diverse and dynamic student body from North Alabama, Southern Tennessee and abroad on a 55-acre campus surrounded by Research Park, a center for space aeronautical and bio-medical research.

## **Our Mission**

Inspired by our patron, St. John Paul II Catholic High School develops students in spirit, mind, and body through a Christ-centered, college preparatory education. As a welcoming community of faith, we encourage, challenge, and support our students to learn enthusiastically, lead honorably, and live responsibly so they will improve themselves and society through their faith and vocation.