

WESTERN HILLS ACADEMY

(915)584-6642

ADMISSIONS@WESTERNHILLSACADEMY.ORG



524 THUNDERBIRD DR
EL PASO, TX 79912

Western Hills Academy is a small non profit organization that is in the business of education through Christian values. We are located on the Western Hills United Methodist grounds. As a small community we serve an average of 100 Families. We have 18 classrooms, a gymnasium that is utilized for physical education and lunch space for students, as well as School and Church events.

Keeps buildings and property in clean and orderly condition. Performs routine maintenance activities. Performs heavy cleaning duties. Sweeps, mops, scrubs, and vacuums.

Custodian Daily Duties and Responsibilities

- Keeps buildings and property in clean and orderly condition.
- Performs routine maintenance activities.
- Performs heavy cleaning duties.
- Sweeps, mops, scrubs, or vacuums.
- Gathers and empties trash.
- Scrubs, sanitizes, and supplies restroom facilities.
- Dusts furniture, walls, and equipment.
- Cleans windows, mirrors, and partitions with soap and other cleansers.
- Uses cleaning solutions and chemicals for cleaning, according to instructions.
- Follows procedures for the use of chemical cleaners and power machinery to prevent damage to floors and fixtures.
- Cleans and polishes fixtures and furniture.
- Shampoos or steam-cleans carpets and rugs.
- Manages inventory of cleaning supplies.
- Notifies managers regarding the need for repairs or additions to building operating systems.
- Works in conjunction with the Western Hills United Methodist staff

Work day begins at noon.

\$12-\$16 dollars an hour for 20 hours a week.

With an opportunity for additional hours for school events and summer months.

School Breaks and Holidays off

Custodian Qualifications / Skills:

- Knowledge of standard cleaning methods and procedures
- Ability to stand, walk, and bend for many hours
- Ability to perform repetitive motion for long periods of time
- Experience with using cleaning equipment, including vacuum cleaners, floor buffers, and cleaning solutions
- Background in using cleaning chemicals
- Knowledge of occupational hazards safety rules
- Communication skills
- Ability to lift heavy objects, climb ladders and work at particular heights

Education and Experience Requirements:

- Must pass Texas Child Care Licensing Background Check
- Experience in building maintenance preferred

Apply by emailing a resume to jobs@westernhillsacademy.org, or stopping by the office to fill out an application.