



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
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## YMCA OF GREATER KALAMAZOO – JOB DESCRIPTION

Job Title: **Custodian/Pool Maintenance Technician (2<sup>nd</sup>/3<sup>rd</sup> shift)**

Pay Rate: **\$15.00/hour**

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### POSITION SUMMARY:

The Custodian is responsible for cleaning and sanitizing assigned areas by completing such duties as mopping, dusting, trash removal, meeting room set up, pool cleaning, snow removal, grounds keeping, etc. In addition, this person will work as a Pool Maintenance Technician and will be responsible for ensuring the proper operations of the pools, including the care of equipment and upkeep of the swimming pool facilities.

### ESSENTIAL FUNCTIONS:

1. Ensure The Y is attractive and clean by completing all duties listed on the daily schedule while also maintaining all equipment used or assigned to your area.
2. Floor mopping, dusting, trash removal, recycling, window washing, pool cleaning, bathroom cleaning, painting, and vacuuming/shampooing carpets. Seasonal tasks include lawn care and snow removal.
3. Complete special event setup as described in the event schedule plan.
4. Must ensure that the YMCA building and property is secure at all times. Reports incidents and hazardous conditions to Supervisor. Follows Emergency Response Plan procedure.
5. Lock and unlock assigned building(s), secures building when facilities are not in use checking for unlocked doors and windows, report any unauthorized occupants.
6. Complete end of shift check list to ensure that all furniture, equipment, supplies and tools are in their proper location, and move if necessary.
7. Launder cleaning rags, dust mops, and towels.
8. File out daily logs including all work order requests.
9. All other duties as assigned by Supervisor.

### QUALIFICATIONS:

1. Six months or more of related experience preferred. Pool maintenance is a big plus.
2. Ability to read and interpret instructions, procedures, manuals, and other documents.
3. Ability to report and record maintenance requests.
4. Knowledge of cleaning methods and equipment preferred.
5. Basic understanding of upkeep and care of equipment preferred.
6. Familiarity with YMCA preferred but not required.
7. Must be a self-starter, team player, reliable, and have an eye for detail
8. CPR/AED and First Aid certifications preferred.

## **WORK ENVIRONMENT AND PHYSICAL DEMANDS:**

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. Sufficient physical strength and agility to carry out essential duties.
3. Ability to erect and stand on ladders and platforms at heights up to 30 feet.
4. Ability to work with paint, cleaning equipment, chemical compounds, solvents, cleaners, and solutions in dry, liquid, powder, spray, and aerosol forms.
5. Ability to paint, clean equipment, and operate motorized equipment as needed.
6. Ability to work in conditions that will create dirt and dust.
7. Ability to perform essential maintenance to facility or equipment which may involve, but not limited to the following activities: semi-reaching to full-reach overhead; crouching; kneeling; shoveling; carrying, working in narrow and/or confining spaces: underground, overhead, and at ground level; twisting of the waist, shoulders, and legs; and lying on stomach and/or back.