



CATHOLIC, COLLEGE PREPARATORY  
SCHOOL FOR YOUNG WOMEN

## MERCY HIGH SCHOOL

Farmington Hills, MI

INVITES APPLICANTS FOR THE POSITION OF  
**AFTERNOON SHIFT CUSTODIAN**

*Join our highly committed team of Mercy educators who have a passion for Catholic education and a willingness to inspire our students to become “Women Who Make A Difference.”*

### MERCY HIGH SCHOOL

Mercy High School, a Catholic College Preparatory School immersed in the tradition of the Sisters of Mercy, educates and inspires young women of diverse backgrounds to lead and serve with compassion. Our work embodies the Critical Concerns of the Sisters of Mercy and the school values of *Human Dignity, Mercy, Justice, Service, Option for the Poor*.

Mercy High School commits to a climate and culture that are deeply rooted in

- Academic Excellence
- Collaboration
- Diversity
- Innovation
- Integrity
- Leadership
- Respect
- Sustainability

Mercy High School is composed of a racially, ethnically, and economically diverse student body of approximately 600 young women. Our commitment to diversity, equity and inclusion is reflected in our policies, curriculum, and extracurricular activities which align to the Sisters of Mercy Critical Concerns; Racism, Immigration, Women’s Issues, Care for the Earth and Non-Violence.

### POSITION DESCRIPTION

#### **Afternoon Shift Custodian for the 2022-2023 School Year**

We seek a team player who takes pride in their work. Under the direction and supervision of the Facilities Manager, the custodian is responsible for maintaining the physical school and campus grounds in a condition that ensures students, staff, and visitors have a safe, clean, and healthy environment.

This is a full time (40 hours per week) position. Normal shift hours are from 3:00 pm to 11:00 pm Monday through Friday with occasional required weekend overtime. During summer hours, the selected applicant will join the day shift team. Job responsibilities include:

- perform a wide variety of general and semi-skilled janitorial and maintenance activities
- assist with the setup/breakdown of facilities for meetings and events
- operate power equipment, hand tools and maintenance equipment
- follow instructions regarding the use of chemicals and supplies
- move furniture, equipment, supplies and tools as required
- follow all OSHA safety and code requirements, and adhere to all school policies and safety regulations
- possess flexibility and willingness to accommodate occasional overtime requests

## **PHYSICAL REQUIREMENTS**

- Must have sufficient strength, ability and dexterity to perform required duties
- Regularly required to push and pull objects, stand, squat, stoop, kneel and reach both forward and above the head
- Must frequently lift and and/or move up to 50 pounds

## **KEY QUALIFICATIONS/REQUIREMENTS**

- General experience and knowledge of necessary maintenance/janitorial skills
- Be a self-starter who works independently and cooperatively with minimum supervision
- Possess and maintain a valid State vehicle operator's license with a good driving record
- Previous maintenance/janitorial experience preferred
- Ability to lift at least 50 pounds
- Self-starter and motivated worker
- Attend safety workshops for to support safety compliance certifications, such as asbestos awareness training, bloodborne pathogen awareness, etc
- Must complete Archdiocese of Detroit Protecting God's Children workshop and comply with fingerprinting and criminal background check requirements

Interested candidates are invited to send a resume to Mary Vallone, Assistant to the Principal, at [mvallone@mhsmi.org](mailto:mvallone@mhsmi.org) for immediate consideration.

*Mercy High School is an Equal Opportunity Employer and considers all applicants for employment equally regardless of age, color, national origin, race, sex, disability status, protected veteran status, or any other characteristic protected by law. Because of its status as a religious entity the school may consider an applicant's religious affiliation in its employment decisions consistent with State and Federal law.*