



EVENING CUSTODIAN

Building One Community (“B1C”) seeks a responsible and hard-working **Evening Custodian**. The Custodian will help maintain the cleanliness and safety of the B1C facility. This non-exempt, part-time position reports to Office Manager Lupita Figueroa and requires evening hours.

Primary responsibilities include but are not limited to:

- Perform custodial duties which include cleaning workspaces and meeting rooms, sanitizing kitchen and bathroom areas, removing garbage and mopping floors
- Ensure parking lot is free of litter; sweep outdoor entrances, handicap ramp and garden areas
- Monitor cleaning supply inventory levels and alert Office Manager as needed
- Set controls for alarm & HVAC thermostats when closing the facility
- Perform security check to ensure there are no individuals inside at closing

Required Qualifications

- Proficiency in English required
- Custodial and/or facilities maintenance experience required
- Authorization to work in the United States
- Ability to stand, walk, climb ladders, bend and stoop for prolonged periods of time; regularly lift objects up to 25 pounds and occasionally lift objects up to 50 pounds
- Can easily follow directions and comply as requested
- Belief in B1C’s mission

Job Type/Schedule

Onsite 12 hours per week (part-time status)

- Mon: 6:00 pm – 9:00 pm
- Tue: 6:00 pm – 9:00 pm
- Wed: 6:00 pm – 9:00 pm
- Thu: 6:00 pm – 9:00 pm

About Us: Building One Community – The Center for Immigrant Opportunity is a non-profit organization established in 2011 to provide a comprehensive resource center for immigrants in the Stamford,

Connecticut area. Building One Community's mission is to advance the successful integration of immigrants and their families.

To apply for this position, please e-mail a resume or job summary to lfigueroa@b1c.org or contact Lupita Figueroa at (203) 674-8585, extension 117.

Building One Community is an Equal Opportunity Employer