



Facilities Team Member Custodial

Job Description

Effective Date: 07/01/2026

Revision: C

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Job Title	Facilities Team Member (Custodial)
Department	Facilities
Schedule:	Part-Time, < 28 hours per week (may include nights and weekends)
FLSA	Hourly, Non-Exempt
Reports To	Facilities - Custodial Supervisor
Direct Reports	None

Primary Responsibilities:

Facilities Team Members are responsible for the Holland Aquatic Center's 130,000 square-foot aquatics and wellness facilities and the grounds. Team members are entrusted to keep the organization safe, clean, sanitary, well-maintained, and improved so that programs and the mission may be carried out with excellence.

This includes ensuring that common areas, pools, the building, grounds, mechanical systems, and equipment are in the best possible condition so that maximum services are available to all.

Facilities Team Members are team players, quality driven, detail oriented, and passionate about providing exceptional guest experiences through behind-the-scenes work that may often go unrecognized by those we serve.

Uphold Core Values:

1. **Work Hard** - We show up ready, stay reliable, and always finish what we start.
2. **Care Deeply** - We treat guests and team members with respect, kindness, and authenticity.
3. **Keep Learning** - We stay curious, grow from feedback, and solve problems together.
4. **Be Honest** - We speak up, act with integrity, and own our choices.
5. **Be Professional** We show up prepared, committed to safety, and hold ourselves to high standards.

Specific Responsibilities:

Cleaning and Upkeep:

- Follow cleaning schedules set by the Facilities Manager.
- Perform cleaning tasks such as windows, floors, restrooms, and laundry.
- Use appropriate cleaning products and equipment for disinfecting and sanitizing.
- Complete cleaning logs and records.
- Support cleanliness throughout the facility.
- Re-stock materials such as toilet paper, hand towels, and soap.
- Put up signs to signal wet floors or other safety situations.

Team Collaboration and Training:

- Participate in departmental and interdepartmental training programs.
- Work as part of a team to ensure standards of neatness and cleanliness are maintained.
- Identify facility needs and assist staff and guests as required.

Safety and Compliance:

- Ensure compliance with health and safety policies and procedures.
- Understand and follow guidelines as provided by county and state health department requirements.
- Show commitment to the core values, goals, and objectives of the Holland Aquatic Center.

Essential Qualifications:

- Ability to work well with others and project a positive attitude, manner, and appearance.
- Punctuality and reliable attendance.
- Ability to follow directions and complete assignments independently in a timely manner.
- Compliance with HAC safety policies and procedures and OSHA requirements.

Preferred Qualifications:

- At least 18 years of age.
- Spanish speaking or bilingual skills are a plus.

Physical Demands:

- Frequent standing, walking, stair use, bending, and reaching throughout the workday.
- Repetitive movements such as mopping, sweeping, vacuuming, wiping surfaces, and other custodial tasks.
- Occasional kneeling, crouching, stooping, and climbing as needed to complete assigned duties.
- Use of routine custodial equipment, tools, and cleaning supplies.
- Ability to lift, carry, push, and pull custodial materials, equipment, and supplies, with carts or assistance when available.
- Ability to follow instructions and report unsafe or unusual conditions.
- Work may include independent or solitary tasks, including work around cleaning chemicals.

Work Environment:

- Work is performed in a public aquatics and wellness facility, including restrooms, locker rooms, and common areas.
- The environment includes noise, public interaction, and exposure to water, dirt, and cleaning products.
- Duties are assigned using established cleaning procedures and defined work areas.
- Work may be performed independently, with periodic supervision.
- Employees are expected to report facility or safety concerns to a supervisor.

Reasonable Accommodations:

- *Reasonable accommodation may be made to enable qualified individuals to perform the essential functions of this position.*

Equal Opportunity Statement: Holland Aquatic Center is an Equal Opportunity Employer. We do not discriminate based on race, color, religion, sex, national origin, age, disability, or any other protected status. Reasonable accommodation will be provided as required by law.

Employee Acknowledgement

I acknowledge that I have received and reviewed the job description for the position of **Assistant Aquatics Manager**. I understand the duties, responsibilities, qualifications, physical demands, and work environment associated with this position. I further understand that this job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications and that additional duties may be assigned as needed to meet organizational needs.

Employees Signature: _____ Date: _____

Print Name: _____

Managers Signature: _____ Date: _____

Print Name: _____