



## **Facilities Custodian & Supervisor**

### **Position Overview:**

The Facilities Custodian & Supervisor is a hands-on role responsible for all facility maintenance, repair, cleaning, sanitizing, organizing and upkeep at all locations operated by The Sarasota Ballet. They are also responsible for the upkeep and maintenance of all company vehicles. This is a full time, exempt salaried position. The work schedule includes early morning hours and a flexible schedule that varies throughout the year, including evenings and weekends as needed.

### **Responsibilities:**

- Cleaning and sanitizing all designated areas including dusting, sweeping, vacuuming, mopping, disinfecting tables, counters, door handles, bathrooms, cleaning mirrors, and more.
- Cleaning and maintaining dance floors daily.
- Emptying and removing trash and recycling.
- Track, order, pick up and maintain supplies.
- Repair, maintain and monitor all equipment and amenities.
- Paint, remodel, refurbish areas as needed.
- Liaise with coworkers and landlord's delegates to accomplish tasks as needed.
- Responsible for the upkeep and maintenance of company owned vehicles.
- Follow all health and safety guidelines and procedures.
- Assist with other duties as assigned.

### **Education & Qualifications:**

- High school education or equivalent.
- 2+ years' experience working in facilities maintenance.
- Basic understanding of electrical, plumbing and carpentry.
- Ability to work with minimal supervision.
- Must be organized, detail oriented, self-motivated, and able to multitask.
- Must possess a valid driver's license and reliable vehicle and pass a driving record check.
- Must be fully vaccinated against Covid-19.

- Must successfully pass a Grade 2 background check.
- Must have a flexible schedule as work hours during the early mornings is required, as well as sometimes in the evenings and weekends.

**Physical Requirements:**

- Requires travel to various locations throughout the day.
- Ability to lift, push, pull, carry, or otherwise move up to 50 lbs.
- Must be able to sit, stand, bend, and reach for extended periods of time.
- Ability to climb ladders.

**COMPENSATION**

Salary range between \$36,000-\$40,000 annually, based on previous experience.  
Medical, dental, vision, 401k, PTO, holidays all offered.

**HOW TO APPLY:**

Please submit your cover letter and resume along with three professional references to [careers@sarasotaballet.org](mailto:careers@sarasotaballet.org).

No calls please

***The Sarasota Ballet values diversity and is committed to creating an inclusive environment for all employees. All qualified candidates will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran's status or any other protected category. The Sarasota Ballet is an equal opportunity employer. Applications from populations underrepresented in the arts are strongly encouraged to apply.***