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... Where God is seen, love is felt, lives are changed!

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Open Position: Parish Sexton, St. Stephen's Episcopal Church, Oak Ridge, TN

The Sexton will be responsible for cleaning, light maintenance duties, setting up for various church events, and other custodial/janitorial duties as assigned. These services are essential in maintaining a clean, comfortable, and safe environment for the mission of the church. The Sexton reports to the Rector of the church; the position is part-time (24 hours/week with a usual schedule of 4 hours/day Monday through Friday, possibility of four days out of five, and every Saturday. Benefits include sick and vacation leave, pension and health insurance.

Qualifications/Requirements:

High School diploma and 2-3 years of job-related experience. Candidate must be a non-smoker. Must have the ability to perform detailed cleaning of church spaces in a consistent and high-quality manner with previous commercial cleaning experience of offices, meeting areas, hallways and bathrooms. Must be able to operate equipment including commercial buffers and vacuums and be able to strip/wax hard floors and shampoo carpeted areas without assistance or supervision. Must be able to lift items up to 50 pounds, work from a tall ladder, kneel, squat, shovel, and stand to perform duties. A background check and drug testing will be required.

To apply, go by St. Stephen's Church and complete the job application form.

St Stephen's Episcopal Church
212 North Tulane (entrance on Vienna Rd)
Oak Ridge, TN 865-483-8497