

Posted: 04/15/2022

Hourly rate: \$15.50-\$18.27

Status: Non-Exempt, Full-time



[The College of Idaho](#) invites applications for a **Lead Custodian**. As a member of the [facilities team](#) the Lead Custodian provides supervision and support to the custodial staff. This includes planning, organizing, delegating, monitoring efficiency and ensuring policies and procedures are maintained for a clean and healthy environment throughout the campus community.

The Lead Custodian is responsible for delegating work assignments and tracking work orders for timely completion. Working with the custodial team to maintain and improve the Building Quality Assurance Program. They are accountable for purchasing, organizing and tracking custodial cleaning supplies and materials. They are in charge of coordinating the new staff orientations and conducting regular meetings and safety trainings. They have the opportunity to collaborate with other departments in scheduling projects, and attend campus event planning meetings with the Facilities Manager.

The successful candidate will have previous supervisory experience and a minimum of one-year housekeeping or commercial cleaning experience. They will be proficient in technology and computer information systems including Microsoft Office Suite. They will have the ability to respond to emergency calls and work evenings and weekends as needed. They will possess excellent verbal and written communication and solid leadership skills, and have obtained a High School diploma or equivalent.

Candidates must be authorized to work in the United States as of the expected hire date and throughout the date of their employment without sponsorship from The College of Idaho. A current valid driver's license is also required and candidate must be vehicle insurable.

A complete application will include a current résumé, cover letter addressing qualifications for the position, and the names and contact information of three (3) references, two (2) management and one (1) professional to hr@collegeofidaho.edu. ***Application review will begin immediately.*** Applications will be accepted until suitable candidates are selected. Additional information may be requested of qualified candidates as we move through the applicant review process.

With over 125 years of history, The College of Idaho is a regional and national leader in higher education. The College of Idaho is an [inclusive community](#) of exceptional learning that challenges the ambitious and forges pathways to success and purpose.

The College of Idaho is proud to be an equal opportunity employer. We are committed to attracting, retaining, and maximizing academic excellence through a diverse and inclusive workforce.