



## **Custodian**

### **Operations & Capital Division**

The Baltimore Museum of Art is seeking a Custodian with 1-2 years of custodial experience in a commercial/institutional setting. This is a full-time, non-exempt position that reports to the Custodian Supervisor.

#### **Responsibilities**

Responsibilities include but are not limited to:

- Maintaining a professional demeanor at all times, especially when working in the public eye.
- Maintaining floors in an aesthetically pleasing manner. This will include mopping, stripping, waxing, buffing and vacuuming.
- Maintaining restrooms in a clean and sanitary condition. Assure proper stock levels are maintained.
- Regular maintenance of museum offices and conference rooms. This includes trash removal, dusting, polishing and vacuuming.
- Regular cleaning of lower exterior and interior glass.
- Maintaining stock levels in supply closets. Notifies Lead Custodian when inventory needs replenished.
- Inspecting for unsafe equipment and or working conditions and initiates and or remedies such conditions.
- Assuring compliance with the museums unique security procedures.

#### **Machinery and Special Equipment**

- Standard tools of the custodial/housekeeping trade, including but not limited to strippers, buffers, vacuum cleaners, carpet shampoos (bonnet and extraction) and other equipment specific to the trade.
- Use of specialized safety equipment (vinyl gloves, lumbar support, etc) in the performance of daily duties.

#### **Qualifications**

- High School Diploma or Equivalent, Vocational or Trade School
- 1-2 Years custodial/housekeeping experience
- Ability to stand/walk for long periods of time.
- Ability to lift/carry/move 25lbs.
- Ability to work on a rotational basis including evenings, weekends and holidays.

#### **Benefits**

We offer a competitive salary and a generous benefits package. For this exempt position we offer medical, dental, vision, prescription, 403b retirement plan, long term disability, flexible spending account, flexible and condensed scheduling, museum and restaurant discounts, and reduced fee gym membership. We also offer accrued vacation, holidays, personal days, floating holidays, and sick days.

**Salary** - \$17.00 per hour

**Apply**

The BMA is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

Research shows that women and individuals from underrepresented backgrounds often apply to jobs only if they meet 100% of the qualifications. We recognize that it is highly unlikely that an applicant meets 100% of the qualifications for a given role. Therefore, if much of this posting describes you, then you are highly encouraged to apply for this role.

Please send cover letter and resume and salary requirements via e-mail to [HR@artbma.org](mailto:HR@artbma.org) with **“Custodian” and in the subject line and include your first and last name.**

Incomplete application materials will not be considered.

Position will be posted until filled.

No phone calls please.