PINEDALE AQUATIC CENTER

535 North Tyler Avenue
PO Box 1480
Pinedale, WY 82941

www.pinedaleaquatic.com
307.367.2832

JOB DESCRIPTION: CUSTODIAN

The Custodian plays a vital role in upholding the Pinedale Aquatic Center's standard of excellence by maintaining a clean, safe, and welcoming facility for all guests and staff. The Custodian is an hourly position and will work a varied schedule including early mornings, evenings, weekends, and holidays.

Supervised by: Maintenance Supervisor, Maintenance Assistant

Supervises: None

ESSENTIAL JOB DUTIES:

- **Facility Cleaning (Quality, Consistency)**
  a) Complete detailed cleaning tasks with strong attention to sanitation, presentation, and safety.
  b) Follow established cleaning schedules.
  c) Properly use and maintain cleaning equipment and supplies.
- **Supply Monitoring & Facility Support (Consistency, Commitment)**
  a) Monitor and track cleaning supplies; communication supply needs in a timely manner.
  b) Communicate regularly with the Maintenance Supervisor and Assistant regarding facility needs, concerns, or repair issues observed during shifts.
  c) Support seasonal facility needs, special events, and snow removal as assigned.
- **Safety & Compliance (Quality, Commitment)**
  a) Follow all safety procedures and safe chemical handling procedures.
  b) Identify and address potential hazards promptly.
  c) Participate in required trainings and maintain required certifications.
  d) Support compliance with health, safety, and facility standards and handbooks.
- **Teamwork & Continuous Improvement (Creativity, Commitment)**
  a) Work effectively as part of the PAC team, contributing to a positive and respectful workplace.
  b) Identify opportunities to improve cleaning systems, efficiency, and overall facility care.
- **Other**
  a) Additional duties as assigned to support PAC's mission.

QUALIFICATIONS:

- 18 years or older
- Previous custodial or maintenance experience preferred but not required.
- First Aid/CPR Certification (or ability to obtain within 90 days).
- Must pass a background check and any required drug screenings.

ABILITIES & WORK EXPECTATIONS:

- Approach each day with reliability, attention to detail, and pride in work. (Quality, Consistency)
- Exercise sound judgement and proactively identify cleaning or safety needs. (Creativity, Commitment)
- Work cooperatively as part of a team, offering and accepting help as needed. (Creativity, Quality)
- Accurately follow written and verbal instructions. (Consistency)
- Willingness to learn new systems, equipment, and maintenance skills to support overall facility operations. (Commitment)

PHYSICAL REQUIREMENTS:

- Ability to stand and walk for extended periods; climb stairs; crouch; kneel; lift up to 50 pounds; carry equipment and supplies; and navigate uneven or wet surfaces. Ability to perform repetitive physical tasks requiring strength, coordination, and dexterity.

Last Revised March 2026

POSITION: CUSTODIAN

ACKNOWLEDGEMENT:

This job description is not intended to be an exhaustive list of duties. Responsibilities may change at any time to meet organizational needs.

The employee signature below acknowledges the employee's understanding of the requirements, essential functions, and expectations of the position and affirms their ability to perform the essential functions, with or without reasonable accommodation.

Employee_____ Date_____

Supervisor_____ Date _____