

## **Part Time Sexton -St. Mary's Church, Bath ME**

All Saints Parish is now accepting applications for a part-time sexton for St. Mary Church in Bath ME. The candidate will be responsible for light property maintenance, cleanliness of the facility, shoveling of walkways as needed, supporting the residential priest and parish staff and volunteers. Some additional duties also include: setting up and cleaning up our function hall, trash and recycling removal, organizing maintenance areas, washing and buffing floors as needed, and daily restroom maintenance. The applicant should be professional, able to perform outlined tasks with minimal supervision, flexible when situations occur that need their direct attention, able to work well with others, a good communicator, and be able to pass a post-offer physical exam. Knowledge of the Catholic church or willingness to learn is a must. Janitorial experience of 3-5 years preferred. This position is a 20 hours/week, Monday through Friday 7-11am, with occasional weekend work as needed. Benefits include health, dental, pension, life insurance, vacation time, personal days, and paid holidays. All interested applicants should submit a letter of interest, a resume and provide 4 references (two non-related personal and two professional) to [Charleen.foley@portlanddiocese.org](mailto:Charleen.foley@portlanddiocese.org). If you have any questions regarding this position, please call Charleen Foley at 207-725-2624.