



Full-Time Cleaning Team Leader

Location: Rahma Center - 27121 Towne Centre Dr., Suite 150, Lake Forest, CA 92610

Reports To: Director of Operations and Community Engagement

Schedule: Monday – Friday: 3:00 PM – 11:00 PM | Saturday: 10:00 AM – 3:00 PM

Position Overview

The Rahma Center is seeking a dependable, detail-oriented, and hardworking Full-Time Cleaning Team Leader to maintain the cleanliness, safety, and overall appearance of our campus facilities. This role supports two buildings and plays a key role in ensuring our community spaces remain clean, organized, and welcoming for staff, volunteers, and guests.

Key Responsibilities

- Clean and sanitize offices, classrooms, prayer halls, restrooms, and common areas
- Vacuum carpets, mop floors, clean entryways, and maintain lobby areas
- Empty trash and recycling throughout the campus
- Restock restroom supplies and maintain janitorial closets
- Assist with room setup and cleanup for community programs and events
- Coordinate with the contracted cleaning company to ensure all cleaning needs are covered
- Monitor facility cleanliness and address high-traffic areas as needed
- Report maintenance issues, safety concerns, or supply needs to management

Qualifications

- Must be legally authorized to work in the United States
- Fluent English communication skills are required
- Minimum 5 years of janitorial, custodial, or facility cleaning experience preferred
- Ability to work independently with strong reliability and professionalism
- Physically able to lift 40–50 lbs and perform cleaning tasks across a large campus
- Strong attention to detail and commitment to maintaining a clean environment

Compensation & Benefits

- Competitive salary
- Paid Time Off (PTO)
- Performance-based bonuses
- Employee benefits package
- Opportunity to work in a supportive, community-focused environment

How to Apply

Please email your resume to: recruiting@therahmacenter.org