

## **Job Announcement – 03/02/2026**

### **Facilities Custodian**

The Baltimore Museum of Industry seeks a highly motivated person to join our Facilities Team, which maintains the organization's 5-acre campus, including two historic buildings and many feet of waterfront.

The Facilities Team is part of the BMI's front-line staff and is responsible for ensuring the facilities and grounds are well-maintained, clean, and orderly. They also perform minor repairs and improvements such as painting, electric, and carpentry as well as assisting the Events Team with event preparation and cleanup, and the Exhibition Team with exhibit installation and maintenance. Team members are on-call to respond to emergency requests as needed.

A successful candidate will be reliable, punctual, and trustworthy. They will be able to follow directions, learn and retain procedures, and meet expectations. They will work well independently and as part of a team. They will be detail oriented and be able to complete tasks fully and to the highest professional standards.

The position will require some evenings and one weekend day per week.

### **RESPONSIBILITIES**

#### Facilities Maintenance

- Clean, sweep, vacuum, and polish floors using various tools, equipment, and cleaning materials to include, but not limited to hand and power scrubbing and polishing equipment, small and large vacuum cleaners, large commercial type buffer, broom, dust brush, dust pan, wet and dry mop, bucket mop wringer, special cleaning solution, and chemical cleaners.
- Clean identified or assigned areas/spaces including bathrooms, offices, and public areas with required cleaners and disinfecting solutions
- Clean walls, windows, window blinds and shades, ceilings, and doors. May work from ladders or scaffolding.

#### Supplies and Waste Management

- Replenish towels, soap, toilet tissue, linen, and other supplies as required.
- Remove trash from assigned areas. Move furniture, miscellaneous equipment, supplies and/or recyclable materials, empty large and small trash containers, remove miscellaneous debris and discarded building materials such as broken plaster, wood, and brick.
- Remove recyclable materials and maintain appropriate separation. Transport biohazard containers to designated areas.

#### Grounds and Building Maintenance

- Remove snow, ice and debris from building entrances, sidewalks and other areas as required. Maintain equipment and work areas in clean and orderly condition.
- Maintain planters on museum property including regular watering, mulching, and pruning as needed.
- Inspect exterior and interior of building and grounds for service issues and report all damages, malfunctions and needed repairs to facility manager.
- Assist contractors and inspectors as needed in finding things within the campus. Observe safety precautions and proper use of equipment and products.
- Complete deep cleanings and special projects as necessary
- Perform other duties as assigned.

#### Event and Exhibition Maintenance and Support

- Complete Event Cleaning Prep Tasks before each private event.
- Complete additional Event Team cleaning and maintenance requests for optimum guest experience.
- Set up and remove furniture, miscellaneous equipment and supplies required for meetings and special events.
- Support Exhibition Staff in prepping exhibit spaces, including minor repairs and construction projects, painting, etc...
- Perform maintenance on Exhibit areas, including deep cleaning from time to time to maintain optimal guest experience.

#### QUALIFICATIONS

- High School diploma or equivalent
- Ability to problem-solve
- Strong attention to detail with the ability to maintain high standards of cleanliness.
- Ability to work independently as well as part of a team in a fast-paced environment.

#### Compensation and Schedule:

This position is 40 hours/week Sunday – Thursday 8am-4pm with occasional evening and weekend work required. This is an in-person position at the museum’s campus on 1415 Key Highway, Baltimore MD 21230.

The salary range for this position is \$40,000 - \$45,000 DOE and benefits include paid holidays, sick time, personal time, health, dental, and vision insurance, plus a 403(b) plan with an employer match, and free onsite parking.

#### To apply:

Please email your resume and a cover letter explaining why you want to work at the Baltimore Museum of Industry to [humanresources@thebmi.org](mailto:humanresources@thebmi.org) with the subject line “Facilities Team - <your last name>”

Applications will be reviewed on a rolling basis, with a preference for those applications received before March 16, 2026.

No one candidate will be a perfect match for this job. We recognize that people come with a wealth of experience and talent beyond just the technical requirements of a job. Diversity of experience and skills

combined with passion are key to professional success. No one ever meets 100% of the qualifications. Please just apply.

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The Baltimore Museum of Industry provides equal opportunity to all applicants for employment. No applicant shall be discriminated against on the basis of race, color, religion, sex (including pregnancy), national origin, age, disability, genetic information, or any other legally protected classification.

Located on the waterfront near Baltimore's Inner Harbor, The Baltimore Museum of Industry (BMI) celebrates Maryland's industrial legacy and shows how innovation fuels ongoing progress. Our exhibitions, educational programs, and collections engage visitors in the stories of the people who built Baltimore and those who will shape the region's future. With an ambitious strategic plan in place, museum staff are focused on improving the visitor experience and making the museum a welcoming place of learning and dialogue.