

SENIOR CLEANER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the efficient and economical performance of building cleaning. Cleaning tasks are performed according to a well established procedure under the general supervision of the Building Maintenance Supervisor. This position supervises cleaning personnel as assigned by the Building Maintenance Supervisor. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Sweeps, mops and washes floors and stairs;
Vacuums carpets, strips and refinishes floors;
Clean and dust chairs, tables, desks, and other furniture, as well as walls, baseboards, ceiling;
Maintain bathrooms by cleaning and sanitizing sinks, toilets, floors, etc.;
Fill soap and towel dispensers;
Empties wastebaskets, collects and disposes of trash, cardboard and other recyclable;
May arrange chairs, tables and other equipment for special use of buildings;
May load and unload trucks;
Maintains material safety data sheets (MSDS records) and labels for cleaning supplies;
Assists with staff training policy and procedure relating to cleaning;
May assist with interviewing and hiring of cleaning personnel.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of building cleaning methods and procedure; good knowledge of cleaning and maintenance equipment (e.g. vacuum cleaner, carpet shampooer and floor buffer); good knowledge of common cleaning, disinfecting methods, and materials; Ability to lift heavy objects and perform work requiring bending, climbing, reaching and repetitive motion; ability to understand and follow simple oral and written directions; ability to get along well with others; willingness to perform routine cleaning and other physical tasks; willingness to be exposed to dust, dirt, grease, grime, offensive sights and odors; thoroughness; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and four years of experience as a full time cleaner in a large scale building cleaning operation.