

JANITORIAL JOB DESCRIPTION

Floor Techs

Assist the supervisor or manager in the daily operations of a facility or location and maintaining all types of flooring to include, but not limited to the following:

- Reports all facility matters to Project Manager on a consistent basis
- Maintains all types of flooring using various machinery
- Assist in the opening, closing, and securing the facility
- Assist in managing the associates on duty
- Assist in taking supply inventory and maintaining the supply inventory
- Assist in any facility walk through
- Insure a safe working environment for all employees
- Insure that associates are adhering to all company policies and procedures
- Assist in maintaining high levels of customer satisfaction
- Provide a high quality-level of service
- Must be available twenty-four (24) hours a day – Rotating Schedules

Minimum Skills:

- Minimum of 1 year floor techs experience
- Must possess comprehensive knowledge of floor machinery, chemicals, and floor products
- Must have the ability to clearly communicate effectively and tactfully with customers, subordinates, and management of all levels within the organization
- Must be responsible and self motivated
- Ability to adapt to a fast-paced and changing work environment
- Ability to prioritize and organize work related tasks and special projects
- Strong attention to detail and ability to meet deadlines
- Strong organizational skills and multi-tasking abilities

Physical Demands:

Constant (up to 100%) standing, walking, pushing, balancing, stooping, kneeling, crouching, twisting, reaching over head, handling/fingering, reaching forward, and concentrating. Must be able to lift and and/or carry 50lbs.