

# JANITORIAL JOB DESCRIPTION

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## Team Leaders

Assist the supervisor in the daily operations of a facility or location to include, but not limited to the following:

- Assist in the opening, closing, and securing the facility
- Assist in managing the associates on duty
- Assist in scheduling the associates to work
- Assist in assigning associates job assignments
- Assist in taking supply inventory and maintaining the supply inventory
- Assist in any facility walk through
- Train new associates on chemicals, safety, and proper cleaning strategies
- Insure a safe working environment for all employees
- Insure that associates are adhering to all company policies and procedures
- Notify the supervisor and/or manager with all complaints and concerns
- Assist in maintaining high levels of customer satisfaction
- Provide a high quality-level of service

### Minimum Skills:

Minimum of 4 months experience

### Preferred Skills:

Floor experience preferred, but not required.

12 years of education

### 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.