

# Red Owl Cleaning Service, LLC

## Crew Member

### Job Description

Crew Members are responsible for cleaning assigned areas while on the job site. As a Crew Member you will be responsible to maintain floors by mopping, buffing or sweeping. Crew Members may also be required to clean walls, windows and doors. Crew Members will dispose of trash, vacuum floors and clean up spills. Crew Members should keep an eye out for any dangerous materials or conditions on the job site. Such information should be relayed to the nearest direct supervising staff so it may be passed on to the building manager. Crew Members should not attempt to move anything extremely hazardous, instead, report such material to the nearest direct supervisor or other designated authority. This job requires being able to walk, stand, climb stairs, push and pull items for long periods of time.

### Requirements

High School Diploma or GED

Cleaning experience is preferred, but not required

Successful Completion of Job Training and Certifications

Be able to pass a Background Check with an acceptable record for job sites

Reliable transportation to and from Job Site

### Job Tasks

- Clean off all marks and smudges from glass, doors, window seals, furniture, etc
- (Must be able to lift 50lbs)
- Vacuum all rugs and carpet in assigned areas
- Dust and wipe clean all furniture, fixtures, paneling, etc
- Empty trash cans and clean them as needed. Replace trash bag into trash can as needed.
- Sweep or Mop floors
- Clean bathroom areas thoroughly (toilets, sinks, floors, etc.)
- Shampoo Carpets as needed
- Restock supplies in facility as needed
- Be able to perform any job related tasks as needed.