

JOB DESCRIPTION

Title: Custodian

Reports to: Operations Manager

Summary of Position:



Under general supervision, the custodial is responsible for performing a wide variety of duties in order to provide a clean, orderly and safe environment; and perform related work as required.

Duties & Responsibilities:

- Maintain a high standard of safety, cleanliness, and efficiency.
- Mop tile and concrete floor areas.
- Vacuum all carpeted floor areas within the factory.
- Refills paper towels, toilet paper, and hand soap and hand sanitizer in all dispensers.
- Clean kitchen sinks, counters and tables.
- Empty all waste baskets and garbage cans.
- Cleans and disinfects restrooms.
- Washes bathrooms and kitchens walls as needed.
- Dusts, washes and sanitizes other surfaces as needed.
- Clean entrance and exit including glass, doors and hardware.
- Clean and polish furniture and fixtures.

Qualifications:

- Must be experienced in standard cleaning procedures and mixing chemicals.
- Must be able to read and understand labels and instructions, particularly on the use and application of cleaning chemicals and products.
- Must be able to work under little supervision.

Physical Demands:

The Custodial is a physically demanding position. The incumbent spends the entire time at work standing, walking, and lifting heavy objects. It is required to do a great deal of stretching and bending.