



**United Surface Finishing
Janitor (M-F 8:30a-5p)**

Job Summary (\$10-\$11/ hour – Overtime may be required)

United Surface Finishing is seeking a janitor to perform basic cleaning and building care duties. This employee will support the other staff by completing the following duties:

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Perform general clean-up of all areas of the building as directed
2. Clean floors by mopping, vacuuming, sweeping, and scrubbing
3. Manage routine upkeep of exterior areas, green space and parking lot
4. Complete non-routine cleaning according to specified job orders
5. Remove garbage and recycling daily and prepare bins for weekly pick-up
6. Handle emergency cleaning and upkeep requests
7. Ensure rooms are maintained and fully equipped

Required Skills, Education, and Experience

1. Minimum of a high school education
2. Ability to read and write English, follow verbal instructions and use simple math
3. The ability to work safely and carefully with chemicals while following outlined compliance and safety procedures
4. A valid driver's license and a good driving record.
5. Must be able to lift up to 50 pounds and work standing/walking for an eight hour period

Other Duties

This position is has a comprehensive set of duties that are made clear in the work environment. This description is not intended to cover every aspect of the employee's roles and responsibilities. Duties may be added to this list at any time.