



James L Maher Center JOB POSTING

Posting Date: May 29, 2018

Program: Federal Contracts

Position: Janitorial Team Leader, Naval Base

JOB SUMMARY:

- Responsible for receiving and carrying out the instructions and directions issued by the Contract Manager or Supervisor.
- Responsible for maintaining / cleaning janitorial sites as per contract requirements.
- Demonstrate/ Train proper janitorial cleaning techniques to individual team members.
- Provide support for people with disabilities to have success in their employment.
- Provide supervision in the absence of the Supervisor.
- Provide customer support.
- Report damage or maintenance problems.
- Perform special cleaning projects as required.

KNOWLEDGE, SKILL, & ABILITIES:

- Ability to interact effectively with clients, faculty and/or staff.
- Ability to coordinate with and lead others in accomplishing work activities.
- Ability to understand and carry out verbal & written instructions independently.
- Ability to write specific reports.
- Ability to work in a changing environment.
- Ability to conduct oneself in a proper, efficient, courteous and businesslike manner.
- Ability to operate carpet vacuum, extractor, floor stripper, buffer, scrubber, burnisher etc...
- Knowledge of safety regulations, custodial equipment, chemicals, and cleaning procedures.
- Ability to perform light physical tasks such as continuously lifting/moving materials less than 25 pounds, but rarely moving more than 25 to 50 pounds.

Requirements:

1. Valid driver's license
2. Clean background criminal investigation report
3. Ability to successfully complete an SF85, Non-Sensitive Position background check for access to security buildings.
3. Experience in all areas of janitorial duties
4. High School diploma or GED required.

Salary: To be discussed at interview

Deadline: Until Filled

Contact: **Barbara Barron or Christine Glazier in Human Resources**
@ 401-846-4600 or humanresources@mahercenter.org
EQUAL OPPORTUNITY EMPLOYER M/F, D/V