



JOB DESCRIPTION

Janitor

Summary

This position maintains the cleanliness of the Operations and Lab offices, lunchrooms, locker rooms, and restrooms.

Essential Job Duties

- Sweep, mop, dust, and wash equipment in the following areas:
 - ▶ Operations and Lab Offices
 - ▶ Lunchrooms
 - ▶ Men's and Women's Locker Rooms
 - ▶ Restrooms
 - ▶ Stairways and passageways leading to offices and locker room
- Keep an inventory of cleaning supplies and inform supervisor when material needs to be ordered
- Develop the skills of self and others through training
- Embrace teamwork
- Use people, time, equipment, and material in the most efficient manner
- Report mechanical, electrical, instrumentation, environmental, food safety, feed safety, and operational problems, and unsafe conditions to supervisor
- Other duties as required by the business
- Good attendance, safety, disciplinary, and overall employment records
- Maintain employee confidentiality
- Adhere to all company policies and all safety, food safety, feed safety, and sanitation rules and programs

Qualifications

- High school education or equivalent
- Read, write, and follow instructions
- Should be motivated, willing, enthusiastic, and promotable
- Ability to communicate effectively and work cohesively with employees on all levels
- Organized with excellent time management skills

Physical Demands and Expectations

- Able to stand or walk on concrete floors for an entire eight hour shift if necessary
- Able to bend and lift up to 50 pounds
- Able to climb stairs
- Able to work in temperature extremes (cold and hot)
- Able to work in noisy and dusty conditions

Acknowledgement

I have reviewed this job description and am able to perform all duties required.

Print Name

Signature

Date