



Job Description: Part time LEVEL 1 CLEANING SPECIALIST

Reports to: Supervisor (Ben Baltazar)

Qualifications: Responsible and reliable.

Quick Learner and teachable.

Cleaning experience is preferred but not necessary.

Ability to lift 12+ lbs. (Backpack vacuum cleaner).

Reliable transportation.

Available to work weekends.

Authorized to work in the U.S.

Pay : \$14.50 per hour.

Start Date: June 1st, 2021

Responsibilities:

- General cleaning, including, but not limited to: trash removal; dusting; cleaning restrooms, break rooms, offices, conference rooms; sweeping and mopping floors; vacuuming floors; window washing; other duties as assigned. Specific duties may vary depending on the Task Lists required by the client at each location.
- Completing work to standards.
- Being to work on scheduled days and hours.
- Detail oriented.
- Ability to work without supervision
- Self Motivated

Cleaning Element will train team members on the proper guidelines, procedures and proper use of chemicals and equipment during initial training and on an ongoing basis. Employees are expected to follow these guidelines and procedures as outlined.

Work Schedule/Locations:

All Locations in the NW Portland Industrial area

- **Weekend**

KM Wilbridge Building - Any time

Carson Building - Any time

- **Monday**

Carson Building - No earlier than 5:30 PM

- **Tuesday**

KM Wilbridge Building - Any time

Carson Building - No earlier than 5:30 PM

- **Wednesday**

KM Linnton Building - Any time as long as done before 6 PM

KM Portland Building - Any time

Carson Building - No earlier than 5:30 PM

- **Thursday**

KM Wilbridge Building - Any time

Carson Building - No earlier than 5:30 PM

Total of available hours: 20-25 hours per week, depending on workload.