



## Janitorial Supervisor

Pay Rate: \$16.00 - \$20.00/Hour Based on Knowledge/Experience

Hours: Full-Time 44 Hours/Week- Schedule to be determined;  
Schedule Flexibility Required: (Days/Evenings/Weekends)

Janitorial Experience: 2 + Years

Supervisor Experience: 1 Year Minimum

Do you have what it takes to help lead a team to victory?  
Do you have the eye of the Dr?  
If so, contact us today!

We're looking to add a Janitorial Supervisor to our team. This individual will be working along with our Janitorial Division.

We are looking for someone who has hands-on cleaning experience, with additional experience in a supervisory type role. The new team member must be flexible in their schedule as hours can vary. Must be a team player, be able to think on their feet, bring new ideas to the table and be ready to fill in when needed.

Why come work for the Dr. Clean team? We provide our clients with the highest level of service, have a rewards and recognition programs, refer a friend program, training sessions, flexible work hours and SO MUCH MORE! As a Supervisor, we are looking for someone who; Is Bondable (Criminal Record Check will be required) Has a valid "G" license Can have access to a vehicle to get to and from job sites/inspections Must be able to work independently and lead others

Some duties may include but are not limited to;

- Conducting Inspections
- Project Coordinating
- Must have a valid smart phone with Data + Talk
- Frequent Meetings and Constant Communication with the Janitorial Department.

If you think you have what it takes, send your resume to Jeanne @ dr-clean. ca to apply!

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### Job Description:

This position's purpose is to have a qualified individual equipped to oversee both the janitorial contracts/sites; in terms of cleanliness, and the janitorial technicians in relation to their work performance.

#### Duties and responsibilities

The Janitorial Supervisor is expected to perform the duties listed below. These include but are not limited to;

- Maintain Clean appearance; Interior/Exterior

- Report any issues or malfunctions
- Only utilize for Dr Clean related jobs; unless permission given.
- Fill each individual order in Warehouse and organize van in sequence of Drop-off
- Flag to Accounting any products/supplies missing or below minimum quantity levels.
- Specialized Cleaning Services,
- Be prepared and ready to perform services below; equipment/supplies/training etc.
- Stripping/Waxing
- Carpet Cleaning
- Window Cleaning
- Working at Heights
- Communication with Janitorial Department
- It is crucial to utilize; Email, Telephone and In-Person communication to provide updates on jobs and technicians.
- Daily Check-in with Janitorial Department to ensure both are always informed

#### Qualifications

- High school or GED Required
- WHMIS Certification
- Valid Drivers License
- Clear Criminal Record Report

#### Working conditions

- This position requires the individual to work; days, nights, weekends, shift work, and overnights as the Supervisor Schedule indicates
- Physical requirements
- Must be able to lift 40lbs
- Stand on feet for long periods of time
- Work 12+ Hrs at a time.