

ORANGE COUNTY REHABILITATIVE AND DEVELOPMENTAL SERVICES, INC.

JOB DESCRIPTION

- I. POSITION TITLE: JANITORIAL CREW PERSONNEL**
- II. FLSA CLASIFICATION: Non-exempt**
- III. QUALIFICATIONS: Preferably have a high school diploma or GED and some janitorial experience.**
- IV. GENERAL DUTIES:**
The following tasks must be performed according to specific instructions given by the business contracting janitorial service:
- A. Clean restrooms using prescribed solutions
 - B. Mop and sweep hallways and other designated areas.
 - C. Vacuum carpeted areas.
 - D. Empty trash
 - E. Dusting/cleaning furniture
 - F. Stocking cleaning supplies
 - G. Be safety conscious (i.e. put out wet floor signs, etc.)
 - H. Other duties as assigned
- V. ESSENTIAL FUNCTIONS:**
- A. All physical abilities to perform physical labor including vacuuming and heavy lifting (at least 30 lbs.)
 - B. Must be quality conscious
 - C. Must be able to work harmonious with the cleaning crew
- VI. SUPERVISORY RELATIONSHIPS: Janitorial Crew Personnel reports to the Industrial Services Director**

Orange County Rehabilitative and Developmental Services, Inc., dba First Chance Center does not discriminate in regard to race, color, religion/creed, sex (including gender identity, sexual orientation, and pregnancy), national origin/ancestry, age, disability, genetic information, marital or veteran status, or other legally protected status.

Signature

Date

Revised: 4/04, 6/11, 9/15, 5/16, 8/17, 11/26/19
Reviewed: 7/18, 7/19, 7/21