

Weekly P.M. Schedule

Store # 2825

Week ending _____

Assigned to: ***Job Duty:*** ***Initials:*** ***Date completed:***

_____	Rinse and reconnect BIB connections	_____	_____
_____	Check dates on BIB	_____	_____
_____	Clean interior of reach in up front	_____	_____
_____	Clean interior surfaces of walk-in	_____	_____
_____	Sweep and mop walk-in and freezer	_____	_____
_____	Clean coils on bain	_____	_____
_____	Clean inside and outside of retarder	_____	_____
_____	Clean inside of BOTH bread cabinets	_____	_____
_____	Clean shelves and inside Proofer	_____	_____
_____	Clean inside and outside of all lobby cans	_____	_____
_____	Clean inside and outside of all kitchen cans	_____	_____
_____	Clean bread cart	_____	_____
_____	Clean all AC vents	_____	_____
_____	Clean receipt printer	_____	_____
_____	Clean computer monitor	_____	_____
_____	Daily – Hot water in drink drain	_____	_____
_____	Clean Microwave Filters	_____	_____
_____	Clean Toasters (1/day)	_____	_____
_____	Clean bread oven (3 x's/week)	_____	_____
_____	Dust top of Bottle Cooler/Open Sign	_____	_____
_____	Clean fans and bathroom vents	_____	_____
_____	Dust hanging light fixtures	_____	_____
_____	Clean counter behind toaster ovens	_____	_____
_____	Scrub high chair	_____	_____