

Job Description: Cleaning Technician

Position: Cleaning Technician

Company: Optimize Cleaning Services, LLC

Job Summary:

As a Cleaning Employee at Optimize Cleaning Services, LLC, you will be responsible for providing high-quality cleaning services for short-term rentals, residential house cleanings, office cleanings, moving-related cleanings, and construction clean-ups. You will work as part of a team to ensure that our clients' spaces are clean, sanitized, and presentable. Attention to detail, efficiency, and a strong work ethic are essential for success in this role.

Responsibilities:

1. Perform cleaning tasks according to established standards and guidelines, including but not limited to:

- Dusting, sweeping, mopping, and vacuuming floors
- Cleaning and sanitizing bathrooms, kitchens, and common areas
- Emptying trash and replacing liners
- Cleaning windows, mirrors, and other glass surfaces
- Wiping down surfaces, furniture, and fixtures
- Restocking supplies as needed

2. Follow specific cleaning instructions and checklists provided by clients or supervisors to ensure thorough and consistent cleaning results.

3. Adhere to safety protocols and use appropriate cleaning agents and equipment to maintain a safe and healthy environment.

4. Communicate effectively with clients, team members, and supervisors to understand specific cleaning requirements, address any concerns, and provide exceptional customer service.

5. Maintain a professional appearance and demeanor while representing Optimize Cleaning Services, LLC.

6. Report any maintenance or repair needs to supervisors promptly.

7. Follow established procedures for handling and disposing of cleaning chemicals and waste materials.

8. Adhere to scheduled work hours and complete assigned tasks within the designated time frame.

9. Collaborate with team members to ensure efficient workflow and meet client expectations.

10. Stay updated on industry best practices and cleaning techniques to continuously improve skills and knowledge.

Qualifications:

- Previous experience in professional cleaning services is preferred but not required.
- Ability to work independently and as part of a team.
- Strong attention to detail and the ability to follow instructions.
- Excellent time management skills to complete tasks within specified time frames.
- Physical stamina and the ability to perform repetitive tasks, lift heavy objects, and stand for extended periods.
- Effective communication skills to interact with clients and team members.
- Flexibility to work evenings, weekends, and holidays as required.
- Valid driver's license and reliable transportation.

Note: This job description is intended to provide a general overview of the responsibilities and qualifications for the Cleaning Employee position at Optimize Cleaning Services, LLC. Duties and requirements may be subject to change based on the specific needs of the company and its clients.

If you are interested in this position, please submit your application and resume to angie@optimizecleaning.com. We appreciate your interest in joining our team!