



IMMEDIATE HIRE: **FLOOR CARE SUPERVISORS**

Location: Los Angeles, CA

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Manages the day-to-day work assignments for the Southern California floor care team— including hiring, firing, counseling and training floor care staff.
- Ensure that all areas serviced by floor care personnel are left in clean, aseptic conditions.
- Handle complaints quickly, thoroughly, and effectively.
- Maintain all controls of supervisor reports, weekly inspections and staff.
- Train all new and existing personnel in cleaning techniques, cleaning products and equipment.
- Train staff in safety programs. Maintain confidentiality in all matters.

SUPERVISORY RESPONSIBILITIES:

- Ensures that employees are properly in uniform and wearing the appropriate personal protective equipment (PPE) on a daily basis.
- Collect and review employee timesheets for accuracy and completeness.

EDUCATION AND EXPERIENCE:

- Graduation from High School with at least two years of college. (Education requirements may be waived in lieu of additional professional experience.)
- Three or more years related experience in a janitorial or custodial company or other service-related organization with some supervisory or managerial responsibilities.
- Three to five years of previous floor care experience utilizing a variety of machines.
- Understand, speak, read and write English to communicate and interact effectively with management, co-workers and customers. Understand and speak Spanish is desired.
- The ability to work flexible hours including weekends and evenings to meet the demands of the position. Safe driving record and proof of current auto insurance required.
- The incumbent/employee must pass a pre-employment drug/alcohol test with periodic retesting requirements during the course of his or her employment

SALARY: \$13.00+ per hour, DOE

INTERESTED CANDIDATES WITH EXPERIENCE REQUESTED, PLEASE SEND THEIR RESUMES TO:

SHARON.COOPER@LAUL.ORG

Equal Opportunity Employer Program. Auxiliary services are available upon request to individuals with disabilities. TTY (323) 931-9076