

Janitorial Supervisor

Top Notch Commercial Cleaning Service



Starting Wage: \$14.00 per hour

Days/Hours: Monday – Friday, 5:00pm – 1:30am

Top Notch is seeking a professional and organized Janitorial Manager for our crews in the Red Bluff/Corning area. We provide Janitorial services for multiple facilities between Cottonwood, Red Bluff and Corning. Bilingual speaking individuals a plus but not mandatory. The ideal candidate is dependable, reliable, and detail oriented.

Job Responsibilities Include:

- Manage and oversee a team of up to 9 people at various on-site locations.
- Inspect all work performed to make sure it meets company and customer standards.
- Act as primary, on-site point of contact for employees for any questions, concerns, or disputes they may have.
- Insure proper inventory of supplies and equipment for employees to perform job.
- Training new employees.
- Review and submit employees' timecards.
- Not afraid to perform cleaning when necessary during last minute and emergency situations.
- Other duties as assigned

Requirements for Applicants:

- Must be willing to work nights
- Valid driver's license and clean DMV record.
- Must have reliable transportation to and from work.
- Must be able to pass drug screen, background check and employment verification.
- Must be 18 years or older
- Be able to lift 50+ pounds.
- Must have a positive attitude and the desire to work.
- One year relevant experience is preferred

Deadline to Apply: ASAP – Open until filled

To Apply:

Submit a completed standard application resume and job questionnaire to a JTC Staff person.