



## GENERAL CLEANING TECHNICIAN

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### NATURE OF WORK

This is responsible work maintaining the cleanliness of the Senate wing of the U.S. Capitol building. Work includes completing a variety of cleaning tasks as well as occasionally setting up rooms, and moving furniture and materials. Work is performed under the general supervision of a Facilities Services Supervisor or Facilities Services Manager.

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### EXAMPLES OF WORK

*(This list is not absolute or restrictive, but indicates approximate duties and responsibilities which may be redefined pursuant to operational needs.)*

- Cleans offices, corridors, rest rooms, storerooms, carpets, stairways, elevators, fireplaces, and other areas as assigned on a regular basis using appropriate equipment and supplies; maintains cleaning equipment.
- Collects, bales, and transports waste and recyclable materials.
- Replenishes washroom and other consumables.
- Sets up and breaks down meeting rooms for meetings, conferences, and banquets, as needed.
- Moves furniture, materials, and supplies using appropriate equipment upon request.

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### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work is performed indoors, requiring prolonged periods of walking, standing, climbing, bending, and safely pushing/pulling/lifting; incumbent will regularly be required to lift objects up to 50 pounds and occasionally be required to lift objects more than 50 pounds with assistance and will frequently be required to push/pull fully loaded cleaning carts/trash receptacles. Work requires the use of cleaning and moving equipment, and exposes the employee to cleaning chemicals.

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### MINIMUM QUALIFICATIONS

Work requires a high school diploma (or GED), and 1-3 years experience cleaning office buildings; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

- Knowledge of building cleaning practices, procedures, equipment, and processes.
- Knowledge of basic safety procedures and practices.
- Ability to learn to operate a variety of cleaning and moving equipment; including an electric pallet jack.
- Ability to complete tasks in a timely and efficient manner.



- Ability to assist others with safely lifting heavy objects.
- Ability to communicate effectively orally.
- Strong customer service and interpersonal relationship skills.

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**LICENSES, CERTIFICATION AND OTHER REQUIREMENTS**

None.