



## **Job Title: Cleaning Supervisor**

We are currently looking for a 1st Shift (7:00 AM - 5:30 PM) and 2nd Shift (7:00 PM – 5:30 AM) Working Cleaning Supervisors for (Monday – Thursday) and (Friday – Sunday)

### **The goal is to keep our building in a clean and orderly condition**

- Previous experience in Commercial / Warehouse Cleaning Supervision a plus
- Experience in operating a floor scrubber a plus
- Bi-lingual a plus (Spanish)

Please be prepared to provide the following:

Must have a dependable vehicle, a driver license, and current car insurance  
You are willing to submit to a criminal and driving background check  
You agree to submit to previous work history / project reference checks

### **Job Description:**

- Complete and submit Quality Inspection Reports
- Maintain and enforce the WBS Quality Standard
- Organize workflow and ensure team members understand their duties/delegated tasks
- Train and supervise cleaning team members
- Monitor productivity and provide constructive feedback and coaching
- Communicate effectively between Client and WBS upper management
- Work well with limited supervision
- Provide exceptional cleaning services within scope of work provided upon hire
- Observe work safety guidelines
- Cooperate with the rest of the staff
- Ability to stand for long time periods
- Ability to lift a minimum of 25 lbs
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### **About Whitlock Building Services. LLC**

Whitlock Building Services (WBS) is a Texas based commercial cleaning services company providing commercial office cleaning, janitorial and post construction cleaning services to businesses located in the Dallas / Fort Worth market. Headquartered in Grapevine, Texas WBS has been in business serving commercial customers since 2007. We pride ourselves on meeting and exceeding even the most demanding expectations.

WBS provides its team members with an exceptional company culture. Every team member plays a vital role at WBS, so we provide them with the training, support and tools needed for success. WBS offers exceptional career paths and joining our team can lead to an exciting and fast-paced career. We are looking for a true team-player who want to learn and grow with our company.

WBS values diversity and is committed to equal opportunity in employment. We offer a safe, healthy work environment for employees and Independent Contractors through a commitment to maintaining a drug-free workplace. At WBS, success is about more than having a healthy bottom line, we are committed to making WBS an amazing and unique place to work for each member of our team.

Job Types: Full-time

Salary: \$14.00 /hour