

# National Orange Show Events Center Job Description

**Title** Janitorial  
**Department(s)** Bingo/Events  
**Reports To** Event Production Assistant

## Education & Experience:

No Formal Education  
Short on the job training

## Attendance / Punctuality:

Attendance at work, on time and as scheduled, is a core requirement of your job description. Employee should consistently arrive to work on time, ensures work responsibilities are covered when absent, arrives to events & meetings on time.

## Work Context

- Requires the ability to lift, carry, push and pull 25lbs
- Clean facility restrooms before and after events.
- Maintain the cleanliness of the interiors of buildings during events and bingo.
- Wipe down tables as needed during events.
- Detail exterior of facilities as needed. (i.e. clean spider webs, walkways etc.)
- Place inventory order with Warehouse Supervisor as needed.
- Clean and maintain cleanliness of restrooms during event as well as stock toilet paper, hand soap, toilet seat covers and hand towels.
- Empty trash throughout the event and take trash in rolling dumpster to main dumpsters to dispose once event is over.
- Clean dirty trash cans as necessary
- Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications.
- Requires standing.
- Requires repetitive movement.
- Requires bending or twisting.
- Requires using hands to handle, control, or feel objects, tools or controls.
- Requires walking and running.
- Requires face-to-face discussions with individuals or teams.
- Includes exposure to contaminants.
- Includes responsibility for the health and safety of others.
- Includes responsibility for work outcomes and results.
- Requires wearing common protective or safety equipment.
- Requires working indoors in environmentally controlled conditions.
- Requires working outdoors, exposed to all weather conditions.
- Requires working indoors in non-controlled environmental conditions.
- Job tasks are performed in close physical proximity to other people
- Follow CDC/SBC Health Department guidelines on COVID-19 event protocols.
- Follow procedures for the use of chemical cleaners and power equipment to prevent damage to floors and fixtures.
- Masks must be worn at all times until further notice.

**Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

