

Housekeeping

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Company: EFS Facilities Services India Pvt. Ltd.

Location: Pakistan

Category: other-general

- Empty waste bins, or similar receptacles and transport waste material to designated collection points
- Sweep and wash floors
- Vacuum carpeted areas and spot clean as required
- Spray clean, burnish and polish floors using electrically powered scrubbing/polishing machines
- Dust, damp wipe, wash or polish furniture, windowsills, radiators and fittings
- Replenish consumable items e.g. soap, toilet rolls and paper hand towels as required
- Thoroughly clean toilets, urinals, sink, showers and drinking water dispensers
- Safely use chemical cleaning agents as needed
- Carry out wall or interior window cleaning in accordance with the cleaning maintenance program
- Carry out all reasonable requests for cleaning in any part of the building including secure areas.
- Respond to all reactive incidents within the specified service level agreements
- Carry out, to the best of your ability, all tasks assigned by the supervisor or manager
- Always maintain a clean and tidy appearance. Uniform must be worn and should be clean and in a good state of repair
- Comply with all processes and procedures (Human Resources, HSEQ, Finance, Information Technology, Procurement, Operations) which include compliance with all applicable rules and regulations of the local labour law

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