

Commercial Janitorial Daily Task –Nights Only

Lobbies, Corridors, & Misc. Public spaces:

Sweeping- Spot Mopping - Spray buffing
Spot cleaning including carpet
Wipe down vending machines & telephone area remove trash from receptacles & change liners
Refill of soap and paper towel dispensers vacuum of carpet
Clean directory, glass, walls, entrance doors & windows, seating areas, and drinking
Fountains
Clean interior/exterior trash receptacles dust window sills and frames

Offices & Private workstations:

Sweeping- Spot Mopping - Spray buffing
Remove trash from receptacles and change liners dust window sills and frames
Damp wipe: doors & trim, light switches, walls, and water fountains, vending machines
Vacuum carpets in traffic areas general cleaning

Courtrooms & Jury rooms:

Sweeping- spot mopping
Spot cleaning of carpets, etc.
Remove trash from receptacles and change liners vacuum of carpet
Dust window sills and frames
Benches, chairs, podiums, platforms, seating areas trash receptacles

Restrooms:

Clean, sanitize, disinfect and deodorize: urinals, commodes, miscellaneous restroom and toilet fixtures, basins, floors, etc.
Clean partitions, doors, receptacles, and walls Remove trash from receptacles and change liners
Refill of soap and paper towel dispensers & wipe outside down Dust window sills and frames
Clean and polish all mirrors, countertops, walls, etc. Replace liners in sanitary receptacles

Elevators/Escalators:

Sweeping- Spot Mopping
Clean elevators interior & exterior including call buttons general cleaning: polish all brass & stainless steel Vacuum carpets
wipe down walls as needed clean escalator glass remove all gum