

Facilities Associate - Cleaner

Temple Ohabei Shalom

Temple Ohabei Shalom in Brookline MA is seeking full time facilities associate to help maintain our historic building which consists of the Chapel, Sanctuary, administrative offices, schools and social halls. Under the supervision of our Facility Manager, the facilities associate is responsible for maintaining a clean, comfortable and safe environment for our busy complex. Work involves a wide variety including general cleaning, room set-ups and projects.

Responsibilities

- Cleaning using environmentally safe green cleaning procedures.
- Vacuuming, sweeping, and mopping floors of various types.
- Dusting, floor maintenance, bathroom cleaning.
- Scrubbing and sanitizing bathroom toilets, sinks, and kitchen fixtures.
- Emptying trash containers and recycling containers.
- Setting up and taking down chairs, tables, and equipment in banquet halls and classrooms for meetings, programs or events.
- Reporting breakages and needed repairs.
- Assisting Facility Manager and Director of Operations with all projects and all other job duties as requested.

Skills and Qualifications

- Knowledge of environmentally safe green cleaning procedures and use of chemicals
- Able to work on a team as well as independently when needed
- Knowledge of occupational hazards safety rules
- Regular night and weekend availability
- Communication skills and ability to understand room set up diagrams
- Ability to pass a CORI check

Benefits

- 401(k)
- Employee discount
- Flexible schedule
- Health insurance
- Flexible Spending Account (FSA)
- Paid time off
- Retirement plan
- Wage dependent upon experience