



On-Call Janitorial Service

Standardized Work Specifications

The following list of services represents the baseline expectation of what you can expect from us during each service call. This serves as a starting point for your initial consultation in order to determine the specific needs of your facility. Services may be added, omitted, or modified as needed.

General Areas

- Wipe clean accessible horizontal surfaces (desks, tabletops, etc.)
- Spot clean obvious marks on painted walls
- Clean internal glass panes (office partitions, doors, etc.)
- Clean and disinfect high-touch points (switch plates, doorknobs, etc.)
- Empty trash for disposal and reline receptacles
- Sweep and mop hard surface floors
- Vacuum carpeted floors, including edges and corners
- Vacuum walk-off mats
- Wipe clean accessible baseboards
- High and low dusting

Kitchens/Break Areas

- Wipe clean countertops and tabletops
- Wipe clean exterior of cabinetry
- Spot clean obvious marks on painted walls
- Clean and disinfect high-touch points
- Empty trash for disposal and reline receptacles
- Replenish consumables (paper towel, hand soap, etc.) as needed
- Scour and disinfect sinks
- Wipe clean exterior of appliances
- Clean and deodorize interior of microwaves
- Sweep and mop hard surface floors
- Wipe clean accessible baseboards
- Vacuum carpeted floors
- Vacuum walk-off mats
- High and low dusting

Restrooms

- Wipe clean countertops
- Spot clean obvious marks on painted walls
- Scour and disinfect sinks
- Clean and disinfect toilets and urinals
- Wipe clean all restroom partitions
- Empty trash for disposal and reline receptacles
- Replenish consumables as needed
- Treat floor drains with appropriate chemical
- Sweep and mop hard surface floors
- Wipe clean accessible baseboards
- High and low dusting

You are responsible for providing all consumables unless otherwise agreed.

This is by no means an exhaustive list. Your finalized list of work specifications may look different than the above.

The security of your building is of the utmost importance. We will provide you with a lockbox that will be used exclusively by our team to facilitate entry and exit during our service calls. All doors will be locked, keys will be returned to the lockbox, and alarms will be set per your instructions once our work is completed.

Your Account Manager will do a follow-up after each service call to ensure our work is consistent with our Steadfast Standard of Excellence.