



Name:	
Job Title:	Carpet Cleaning Technician
Full-Time/Part-Time:	Full-Time
Exempt/Non-Exempt:	Non-Exempt
Supervisor:	Jeff Schneider
Job Description	
<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Meeting with clients to discuss their cleaning needs. • Establish and maintain cooperative and effective working relationships with customers and fellow co-workers. • Assessing the state of the floors and carpets that need to be cleaned. • Applying stain and pre-cleaning treatments to the carpets and floors. • Carefully removing furniture to access all areas that need to be cleaned. • Cleaning carpets and floors using machine and hand-washing techniques. • Apply protection and deodorizers. • Drying carpets using drying machines. • Resetting the furniture. • Up-selling cleaning services and company products. • Providing invoicing daily and maintaining good customer relations. • Clean vehicle at the end of each day. • Effective quality control and upholding all company safety policies. • Wearing proper PPE on all job sites. • Taking proper inventory of all cleaning supplies. • Other duties as assigned. <p>REQUIREMENTS</p> <ul style="list-style-type: none"> • Working knowledge of carpet cleaning. • Ability to multi-task. • Ability to stand, kneel, lift, etc. for extended periods of time. • Ability to lift and move heavy furniture. • Ability to operate industrial cleaning machines. • Excellent organizational and time management skills. • Exceptional customer service skills. • Effective communication skills. • Knowledge of cleaning chemicals and supplies. • Familiarity with Material Safety Data Sheets. 	
Employee Signature	Date:
Manager Signature	Date: