



JOB TITLE: Cleaning Crew Team Member

REPORTS TO: Operations Manager

Lancaster Event Center (LEC), a leading Multi-purpose Event facility in the Midwest has immediate openings for Cleaning Crew Team Members. Come out and be part of a fun and friendly team that offers an active career full of variety. These positions have flexible schedules (days, nights & weekend) for you and your family with competitive pay. The Cleaning Crew Team Members report to the Operations Manager and is primarily responsible maintaining a professional and clean facility along with other duties as needed that ensure our guests receive the best customer experience possible.

Qualifications: Responsible, fun, friendly, professional, excellent communication skills, team player, good work ethic and ability to work without close supervision. Must possess a sense of pride and accomplishment with one's work, and is willing to go above and beyond to ensure guests have the best experience possible.

Areas of Responsibilities:

- Lincoln Room- Restrooms, Storage Room (Slop), Assist with condiment stands, Front of café floors
- Multi-Purpose Arena (MPA)- Restrooms, Showers
- Pavilion 1 (P1)- West restrooms, Show office
- Business Center- Restrooms, Lobby, Hallway, Food court, ABATE room, Lancaster and Nebraska rooms
- Pavilion 2 (P2)- Restrooms, Show office
- Pavilion 3 (P3)- East and west restrooms
- Exhibit Hall (Ex Hall)- Restrooms (east and west), Entryway, Shop bathroom, Meeting rooms A&B
- Main Office and break room
- Main Entryways- Lincoln Room/MPA, Business Center, P3 blue awning, P1 blue awning, P2 east people door
- Digital Screens- Located around the facility

Essential Duties and Responsibilities:

Restrooms:

- Clean and disinfect restroom floors by sweeping, mopping, and/or scrubbing them
- Gather and empty trash in restrooms

- Service, clean and supply restrooms
- Clean and disinfect restroom toilets by scrubbing inside and outside of each bowl
- Clean and polish restroom faucets and sinks
- Clean and wipe down restroom stall walls and top sill
- Clean and wipe down baby changing table with disinfectant
- Clean and wipe down hand dryers
- Sweep/Dust ceilings – especially around air vents
- Clean mirrors

Meeting Rooms and Lobbies:

- Clean Meeting room floors by sweeping and/or vacuuming
- Office and Break Room – Wipe down tables, countertops, microwave, refrigerator
- Remove all trash and sweep, mop and vacuum, empty paper recycle container.
- Wipe off window sills and clean windows

Supplies and Supply Room

- Mix water and detergents/acids to prepare cleaning solutions, according to specifications
- Clean and manage inventory supply room in an orderly manner
- Maintain and requisition supplies and equipment needed for cleaning duties
- Report any needs for repairs or adjustments to facility on the Facility Issue Report Form and give to Manager
- Notify Managers with any complaints and concerns
- Other duties as assigned

TO APPLY:

Log on to www.lancastereventcenter.org to complete and submit your application or complete your application in person at:

Lancaster Event Center
 4100 N. 84th Street
 Lincoln, NE 68507