

Bemister's **Janitorial**

Services Inc.



**The
PROFESSIONAL
CLEANER
Series**

Number Two

Bathrooms Washrooms

For the **Professional Cleaner**, of all the areas that give him the greatest concern, the bathroom/washroom is it! It also seems to be the area of greatest concern to the client. Therefore each **Professional Cleaner** will ask himself the following questions:



Toilets - Have I cleaned them completely (i.e. the floor bolts; the front; the flush box; around toilet seat hinges)?

Floors - How do my floors look? In the corners? Behind the doors? Behind the toilet? Do they need to be stripped and waxed? Have I notified the office?

Walls - Have I ensured that they are clean around urinals, toilets and sinks. Do I clean them on every shift?

Cleaning Liquids and Brushes - Have I left any behind since I know that it would be unsanitary and unsightly to do so?

Toilet Tissue - Is there an extra roll for each bathroom/washroom?

Hand Towels - Are there extra so that the client *never* runs out before our next shift? Would a larger towel fit in my dispenser, and if so, have I notified the office?

Hand Soap - Are the dispensers full?

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Faucets - Are they thoroughly cleaned and shiny? Have I ensured that the backs of the faucets are also spotless? Did I remember to put a toothbrush in my *'bag of tricks'* for just such a job?

Mirrors - Are they spotless?

Urinals - Have I washed the *'auto flush'* ?

Garbage Buckets - Are they thoroughly wiped down so that they are clean? (Do I remember the 'TIP' from our first issue of this newsletter?)

Stainless Steel Cleaner - Have I ensured that I have this cleaner in case there is *any* stainless steel in my bathrooms/washrooms?

Supplies - Have I ordered well in advance all supplies that I will need for my job? Have I called the office yet?

Protecting Clients Property

CARE is an essential ingredient when we are using vacuums and vacuum hoses. Don't use



them in such a way that door facings or trims could be damaged. When using power nozzles be extra careful around desks and other furniture. Do you use janitor carts? Make sure

the doors are opened to the extent that proper clearance allows the carts access without damage to facings and trims! **KEYS:** If they are ever lost, **NOTIFY** the office **IMMEDIATELY!**

Tips

Bathroom/washroom Detail: Why not have one designated person assigned to this job. Then he/she could do all the bathrooms/washrooms on one shift and use one bucket for the various required supplies! With just one person responsible, there is less likelihood that unsightly items will inadvertently be left behind!



Vacuum Bags: Don't let the bags get completely filled - then they can't do a good job. Check them regularly! Before putting in a new bag, wipe the inside of the canister as this cuts down on dust! Always have a good supply of vacuum bags on hand!!



Acid Bowl Cleaners and Bleaches: These cleansers should be handled with utmost care since they can cause skin burns and, if spilled, could damage carpets. Wipe top and bottom of containers! Secure them on the cart! NEVER use these products when non-corrosive cleaners/bleaches would do the job! Use ONLY when required—to remove rust or when a strong cleaning is needed!



Another matter of
SAFETY

Do you have 'Safety Signs' at your job location? It is required procedure to ALWAYS place warning signs in any area where we are mopping. If you don't have these warning signs on location, contact the office IMMEDIATELY and you will be provided with them!

Are you in a CONFLICT?

Sometimes within buildings where we work there may be other potential clients who may request a price from us for a private contract. Giving a price to do the job independently puts *you in conflict with Bemister's Janitorial Services Inc.* who may have already provided a quote to the same client.



Remember:

The company's equipment is strictly for company work?

The company pays worker's compensation for you; but **NOT** to work independently.

The company pays Insurances for you; but **NOT** to work independently.

Doing work independently of **Bemister's Janitorial Services Inc.** in the *same* building will jeopardize employment with the company.

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