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JANITOR - NIGHT SHIFT

**Job Code:** 2025:0404-005  
**Location:** Norman, OK  
**FT/PT Status:** Full Time  
**Business Sector:** Facilities Management and Operations

JOB DESCRIPTION

Responsible for cleaning and keeping in an orderly condition assigned areas. Perform minor maintenance services. Perform all custodial related duties, as required. Other duties as assigned.

- \* Sweeps, mops, scrubs and polishes floors
- \* Shampoos and vacuums carpet
- \* Remove trash and other refuse
- \* Dusts equipment, furniture, and fixtures
- \* Polishes metal fixtures and trimmings
- \* Performs minor maintenance services
- \* Cleans lavatories and restrooms
- \* Washes windows
- \* Maintain work area free of conditions that may cause health problems, fire, property damage or result in personal injury
- \* Performs other job-related duties as assigned

QUALIFICATIONS

**Pay Rate:** \$16.20 per hour  
**Schedule:** Sunday Evening thru Friday Morning 9:30PM to 6:00AM

Required Skills and Qualifications

- \* Must be able to be on your feet for long periods of time
- \* Must use "down-time" effectively to the benefit of the company
- \* Must be well-mannered customer service attitude
- \* Must be able to operate cleaning equipment including, but not limited to, floor scrubber, carpet shampooer, buffer, etc.
- \* Must be punctual, responsible, and dependable
- \* Must demonstrate motivation, initiative, and reliability
- \* Must be able to work as part of a team, fostering teamwork in a dynamic environment
- \* Must be detail oriented
- \* Must be willing to cross-train in other areas
- \* Excellent verbal and written communication skills

Physical Demands and Working Conditions

- \* Must be capable of working in extreme weather conditions including winter and summer temperatures
- \* Must be able to wear appropriate Personal Protective Equipment (PPE) for work task assigned
- \* Must be able to assist with varied kinds of work including, but not limited to dusting, sweeping, mopping, running floor scrubber, buffer and carpet shampooer
- \* Must be capable of lifting 75 lbs. unassisted
- \* Must be able to stand for long periods of time

Terms of Employment and Eligibility Requirements

- \* Must be a US Citizen
- \* Must be at least 18 years of age
- \* Must possess a high school diploma or equivalent
- \* Must pass pre-employment background screening
- \* Must pass a pre-employment drug screening and periodic retests
- \* Must be legally authorized to work in the United States

The lists above are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel in this position. TRAX International reserves the right to make changes to the job description whenever necessary.

OTHER JOB INFORMATION

TRAX is committed to an inclusive and diverse workplace that values and supports contributions of all individuals. TRAX is an equal opportunity employer of minorities, females, protected veterans, and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, age, familial status, pregnancy, ancestry, national origin, handicap, gender identity or expression, protected genetic information, disability status, protected veteran status, or any other characteristic protected by law.

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