



## **ENVIRONMENTAL SERVICES TECHNICIAN**

**OVERVIEW:** This position is responsible for providing basic and specialty cleaning and room conversion services to all areas of the museum, including galleries, hallways, inside/outside public spaces, meeting rooms, offices, and storage areas (as assigned) while maintaining the museum in a safe, clean, and attractive condition. Work is performed both independently and in teams in accordance with facility standards and procedures.

**FLSA STATUS:** Non-exempt      **REPORTS TO:** Environmental Services Supervisor

### **ESSENTIAL FUNCTIONS:**

1. This position is responsible for continuously demonstrating proficiency in basic cleaning skills and stocking that would be used in galleries, hallways, inside/outside public spaces, meeting rooms, offices, and storage areas. Interaction/contact with patrons or staff can vary from limited to high.
2. Perform room conversions according to written floor plan and/or direction from the ES Lead, ES Manager or event coordinator paying special attention to the symmetry and cleanliness of the furniture and equipment used.
3. Be a customer service model for other staff, volunteers, and visitors. Environmental Services delivers customer service by providing emergency spill response, environmental remediation, hazardous waste disposal, and industrial cleaning.
4. Perform daily janitorial duties associated with shift assignments which include the general cleaning of the Museum facility in assigned areas including (but not limited to): cleaning, dusting, and polishing of bathroom fixtures, counters, doors, furniture, high and low surfaces, partitions, sinks, showers, stainless steel, tables, walls, and woodwork; washing of mirrors, relight glass, and windows.
5. Pick up, transport and, removal of compost, recycling, and waste.
6. Hard surface floor care including dust mopping, sweeping, and wet mopping; carpet and upholstery care including spot cleaning and vacuuming.
7. May be expected to perform work operating cleaning equipment such as battery-powered electric and manual equipment, gas and electric blowers, mechanical floor polishers and scrubbers, brooms, dusters, vacuums and wet mops.
8. Cleans and maintains carts, equipment, and storage areas associated with position,
9. Consistently and routinely demonstrate both knowledge and skill in the safe use and operation of chemicals, equipment, and cleaning techniques necessary to maintain the departments established safety and quality standards.
10. Inspect the assigned work areas and reports any burnt out lights, non-working fixtures, graffiti, or minor damage such as scratches, gouges, and marks per departmental procedures.
11. Work with the Security Division in the protection of the building and its contents by immediately reporting anything out of the ordinary regarding the condition of the art, the integrity of locked or alarmed spaces and provide support during periods of severe weather, building or emergencies, and evacuations if necessary.
12. Complete other duties as assigned.

### **QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

1. High school graduate or equivalent.



2. Minimum of (1) year experience in janitorial/environmental services in a commercial, institutional, or healthcare setting. Vocational training and certification will also be considered.
3. Able to understand, read, write and speak English.
4. Excellent housekeeping skills with a sharp eye for detail.
5. Demonstrated knowledge of basic cleaning techniques, proper storage methods, inventory control, and ordering procedures.
6. Ability to gain knowledge of Museum policies and procedures as applicable to Environmental Services duties and knowledge of the protection and preservation of works of art.
7. Highly motivated and able to work independently or as part of a team.
8. Ability to interact with the public and with co-workers professionally and tactfully.
9. Adhere to Museum policies and support management decisions in a positive, professional manner.
10. Knowledge of Museum policies and procedures as applicable to custodial duties and preservation of works of art.

The Seattle Art Museum will consider reasonable accommodations for those applicants with disabilities who may need a reasonable accommodation to perform the essential functions/duties. Please contact the Human Resources Department for additional information.

Seattle Art Museum is committed to diversity and inclusion. Qualified individuals who bring diverse perspectives to the workplace are especially encouraged to apply.

**TO APPLY:** Please visit <http://visitsam.org/careers> for specific instructions on how to submit SAM employment application, cover letter and resume.

**Deadline:** Open Until Filled