

Job Opportunity: Cleaner Supervisor

Department: Janitorial Department

Company: McGilmo Facilities

Location: Juba

Contract Duration: Eight Months (with potential for extension based on performance)

Position: One (1)



About Us:

Established in April 2017 in the Republic of South Sudan, McGilmo Facilities has become a leader in providing essential services that include maintenance, cleaning, security, and project management. Our mission is to ensure the seamless operation of facilities through a comprehensive suite of services, each designed to meet our clients' diverse needs. We pride ourselves on our commitment to sustainability and efficiency, driving us to implement innovative practices that not only enhance operational effectiveness but also minimize our environmental impact.

At McGilmo Facilities, we believe in pioneering solutions that contribute positively to the environment. Our team is dedicated to integrating sustainable practices across all our operations, reinforcing our commitment to the communities we serve.

Role Overview:

The Cleaner Supervisor plays a pivotal role in ensuring the cleanliness and sanitation of facilities while leading a team of cleaning staff. This position is responsible for implementing cleaning protocols, maintaining high cleanliness standards, and overseeing daily cleaning operations. The Cleaner Supervisor will coordinate schedules, manage inventory, and conduct training for new cleaning staff, ensuring compliance with health and safety regulations. A successful Cleaner Supervisor possesses strong leadership skills, attention to detail, and a commitment to providing a clean and safe environment for clients and employees.

Key Responsibilities:

1. Team Leadership and Training:
 - Supervise and lead a team of cleaning staff, providing guidance and motivation.
 - Conduct training sessions for new hires on cleaning procedures, safety protocols, and equipment usage.
 - Monitor the performance of cleaning staff and provide constructive feedback.
2. Quality Control:
 - Establish and enforce cleaning standards and protocols to ensure consistent quality across all facilities.
 - Conduct routine inspections of cleaned areas to assess compliance with hygiene and cleanliness standards.
 - Address any deficiencies in cleaning performance promptly and effectively.



3. Scheduling and Coordination:

- Develop and manage cleaning schedules to ensure adequate coverage for all areas requiring attention.
- Coordinate with other departments to align cleaning efforts with operational activities and special events.

4. Inventory Management:

- Maintain an inventory of cleaning supplies and equipment, ensuring adequate stock levels are always available.
- Order and purchase cleaning supplies as needed, while adhering to budget constraints.

5. Health and Safety Compliance:

- Ensure all cleaning operations comply with health and safety regulations and company policies.
- Conduct regular safety audits and implement corrective actions to mitigate potential hazards.

6. Reporting and Documentation:

- Prepare and maintain records of cleaning activities, staff performance, and inventory usage.
- Provide regular reports to management on cleaning operations, staffing needs, and areas for improvement.

7. Customer Relations:

- Respond to feedback from clients and staff regarding cleaning services and address any concerns in a timely manner.
- Promote a culture of customer service excellence within the cleaning team.

8. Continuous Improvement:

- Stay updated on industry best practices and advancements in cleaning technologies.
- Implement new cleaning techniques and technologies to improve efficiency and effectiveness.

Qualifications:

- High school Certificate or equivalent; further education or certification in facilities management or a related field is a plus.
- Proven experience in a cleaning or supervisory role, preferably in a commercial or institutional setting.
- Strong organizational and time-management skills, with the ability to prioritize tasks efficiently.
- Excellent communication and interpersonal skills.
- Familiarity with cleaning chemicals, materials, and safety standards.



- Ability to work independently and as part of a team in a fast-paced environment.

Why Join Us?

At McGilmo Facilities, we value our employees and provide a supportive work environment that encourages growth and development. This role offers the opportunity to contribute to sustainable energy solutions while working with a company committed to operational excellence.

Application Process:

Interested candidates should submit their resumes and a brief cover letter outlining their relevant experience to careers@mcgilmo.com or hand delivery to our head office in **Munuki Block C next to the police station** Please apply by **11th April 2025**.

Join **Mcgilmo Facilities** and play a key role in advancing sustainable energy while growing your career in the renewable energy sector. We look forward to welcoming dedicated and skilled individuals to our team.

