

# NOW

# HIRING



## Local Cleaning Service is Hiring for Various Positions

**Bilingual Area Manager- Janitorial Operations – Job Order 1458635** -Full time bilingual janitorial area manager to supervise the work activities performed by bilingual staff. Completes scheduling, monitor attendance, report absences and do write ups, enforce company policies.

High school diploma or GED with 3 years experience in Janitorial Management. Must be bilingual Spanish/English. Outstanding work ethic, capable of lifting 25 pounds or more, strong management skills, excellent verbal and written communication skills, ability to communicate with tact and diplomacy. Computer literate with Microsoft Office. Must be detailed-oriented and ability to follow directions. Good listening skills. Valid driver's license with good driving record. Willing to obtain OSHA certification and others. This is full-time 1<sup>st</sup> shift and may include weekends. Full benefit package.

**Business Developer Specialist – Job Order 1459426** - Will pay a key role in developing new janitorial prospects and accounts, foster relationships with clients, and provide an exceptional customer experience. The ideal candidate will be a business development professional with the potential for aiding the company in its rapid growth. This position allows work-from-home, but you must be willing to do site walks around DMV as needed.

High school diploma or GED with college degree preferred. Previous experience with client relationship management software. Excellent organizational and time management skills. Excellent verbal and written communication skills. Strong technology skills using cloud-based software and video conferencing. Willingness to learn and a flexible team player. Ability to work and communicate with different levels of internal and external customers. Demonstrated leadership skills. Experience understanding budgets and sales forecastings. Strong problem-solving, follow-up and negotiation skills and ability to make swift, sound judgments. Winning contract negotiation skills and ability to work collaborate and cooperatively. Janitorial sales experience preferred (security or landscaping industry experience could be substitute the janitorial sales experience. Bilingual English/Spanish a PLUS. Must be able to travel to various locations within MD, DC, VA. Valid driver's license with good driving record required. Base salary \$40,000 to \$50,000 DOE. Commission compensation and full benefits package.

**Building Custodian – Cockeysville, MD Job Order 1459434** Responsible for cleaning and maintaining cleanliness at jobsite. Mopping, sweeping, vacuuming, cleaning surfaces, emptying trash and recycling, dusting. Shampooing rugs, carpets, cleaning wood, tiles and other floors. High school diploma or GED – full time – 1<sup>st</sup> shift. Full benefits.

**On-call General Cleaner (Special Services) – Need 5 – Job Order 1458625** To do a variety of work from one-time cleanings to large post-construction clean-up projects. High school diploma or GED. Experience in the Janitorial Industry is desired. You will be expected to maintain a high level of efficiency. Must be a self-starter who is focused and organized. Must be available to work a very flexible schedule for cleanup projects. This is a full and part-time position – 1<sup>st</sup> Shift and 2<sup>nd</sup> Shift. Jobs on call.

**To apply E-mail your resume to: [rworen@oedworks.com](mailto:rworen@oedworks.com)**

Now Hiring is a service of the Mayor's Office of Employment, the Baltimore Workforce Development Board and multiple workforce partners

### Eastside One-Stop Career Center

3001 E. Madison St.  
Baltimore, MD 21205  
410-396-9030

### Northwest One-Stop Career Center

Mondawmin Mall  
2401 Liberty Heights Ave.  
Baltimore, MD 21215  
410-396-7873

### Westside Youth Opportunity (YO Baltimore)

1510 W. Lafayette St.  
(Gillmor St. entrance)  
Baltimore, MD 21217  
410-545-6953

### Eastside Youth Opportunity (YO Baltimore)

HEBCAC  
1212 N. Wolfe St.  
Baltimore, MD 21205  
410-732-2661

### Workforce Reception Center

(By referral only)

100 W. 23rd Street  
Baltimore, MD 21218  
Phone (410) 396-6580

### Satellite Employment Centers

### Bon Secours Community Works

26 N. Fulton Ave.  
Baltimore, MD 21223  
410-362-3629

### GEDCO

5513 York Rd. (rear entrance)  
Baltimore, MD 21212  
410-532-7117

### My Brother's Keeper

4207 Frederick Avenue  
Baltimore, MD 21229  
410-644-3194

### Employment Connection Center

1410 Bush Street  
Baltimore, MD 21230  
410-396-1052

