

Daily Duties

(courtesy of MSCF)

Night Activity
Spot Mop
Trash
Spot Check Bathrooms, Remove trash and Resupply if needed
Reorganize Equipment
Tidy Up Coaches Desk
Turn Down Heat (55 degrees)
Lock doors/windows
Shut off lights
Afternoon/Mid morning
Clean Windows
Vacuum
Mop
Check Maintenance Schedule, Perform any Maintenance needed
Trash
Spot Check Bathrooms, Remove trash and Resupply if needed