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| <b>Position:</b> Cleaning Supervisor        | <b>Remit Cover Letter and Resume:</b><br><br>Bryce Lawrence<br>Scheels Arena<br>5225 31 <sup>st</sup> Ave. South<br>Fargo, ND 58104<br>blawrence@scheelsarena.com |
| <b>Reports To:</b> Facility Manager on Duty |   |

**Summary:**

The successful candidate will supervise the Scheels Arena Cleaning crew by cleaning and maintaining the facility. This is a hands on supervisory position and must be able to multi-task.

**Essential Duties:**

- Supervise up to 15 cleaning staff during and after events
- Maintain janitorial room
- Wash/dry and monitor cleaning supplies
- Clean glass, mop/floor scrub concourses and lobbies, clean suites, vacuum, empty trashes and other essential cleaning duties

**Minimum Qualifications and Abilities:***Qualifications:*

- Must have minimum Grade 12 Secondary School Education or equivalent
- Strong communication skills
- Honest and hardworking
- Supervisory experience and or training
- Dependable transportation to work
- Availability: Evening and day hours for Events, Fargo Force Games, High school/youth hockey games.

*Abilities:*

- Ability to lift 50+ pounds
- React calmly to highly fast-paced event environments
- Work well with others in a team oriented environment
- Ability to make appropriate and decisive decisions within the appropriate boundaries of responsibility
- Flexibility for varying hour's dependant on Arena event schedule.

**Compensation:** This is paid part-time position at \$16 per hour DOE