

Otie
Yoneyama
Janitorial Supervisor

Profile

Employment History

Education

Details

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1234 Main St, Baltimore, MD 21201

Dedicated Janitorial Supervisor with 2 years of experience in overseeing and managing janitorial staff to ensure a clean and safe environment. Proficient in training, scheduling, and evaluating team performance while ensuring adherence to quality standards and safety procedures. Adept at handling customer complaints and maintaining inventory of cleaning supplies. Excellent communication and organizational skills, committed to delivering exceptional service.

Janitorial Supervisor at Mister Kleen Maintenance Company, MD

Feb 2023 - Present

- Successfully managed a team of 15 janitors, resulting in a 25% increase in overall cleaning efficiency and a 20% reduction in employee turnover within one year.
- Implemented a new inventory management system for cleaning supplies, reducing wastage by 30% and saving the company \$10,000 annually.
- Conducted regular training sessions for janitorial staff, leading to a 50% decrease in workplace accidents and a 40% improvement in adherence to safety protocols.

Assistant Janitorial Supervisor at ABM Industries, MD

Sep 2021 - Jan 2023

- Implemented a new cleaning protocol, resulting in a 15% increase in efficiency and reducing the average cleaning time per area by 10 minutes.
- Conducted bi-weekly training sessions for a team of 25 janitorial staff members, leading to a 20% reduction in workplace accidents and a 5% increase in overall staff performance.
- Successfully managed inventory and supply orders, cutting down costs by 8% and ensuring a consistent availability of necessary materials for cleaning tasks.
- Led a team in completing a large-scale deep cleaning project within a tight deadline of one week, resulting in a 100% client satisfaction rating and securing a long-term contract with the client.

Associate of Applied Science in Facilities Management at University of Maryland, College Park, MD

Aug 2017 - May 2021

Relevant Coursework: Facilities Planning and Design, Building Systems and Maintenance, Energy Management, Safety and Risk Management, Project Management, and Sustainable Practices in Facilities Management.