



Twin Cities Area Transportation Authority  
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, Benton Harbor, MI 49023

## **MAINTENANCE AID (BUS WASHER) JOB DESCRIPTION**

**Sweep Bus-** Entire interior to be carefully swept with special attention to be paid to areas underneath and around seats, legs and stanchions and driver's compartment

**Interior Inspection-** While sweeping, inspect the interior for cut or torn seats, lost items, vandalism, or other equipment defects. Defects requiring repair will be documented on the checklist.

**Handrails and Stanchions-** All passenger handrails and stanchions must be wiped down thoroughly.

**Wash Bus-** The exterior of each bus must be thoroughly washed and rinsed to remove accumulated road soil, etc. Please note that this duty may be omitted if weather conditions result in buses not becoming dirty.

**Clean Windows-** All windows are to be cleaned in the interior and exterior of buses.

### **Physical Requirements**

**Ability to-** Lift up to 35Lbs or more

**Ability to-** Work around chemicals and hot water

**Ability to-** Stand for long periods of time, bend, crouch, kneel and pull

**The duties of this role "includes but is not limited to the following tasks"**

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- Clean the interior of buildings including floors, carpet, rugs, windows and walls
- Disinfect commonly used items like desks, door handles, office tools and phones
- Maintain cleaning inventory, placing orders for new products when needed
- Empty trash and recycling bins
- Stock and maintain supply rooms
- Vacuum, sweep and mop floors
- Clean and maintain restrooms
- Washing and clean windows and mirrors
- Notify supervisors of unsafe conditions
- Dust furniture and fixtures

**"Other duties as necessary"**