

INTERSTATE FIRE & SAFETY, INC.
STEAM CLEANING
FIRE EXTINGUISHERS / FIRE SUPPRESSION SYSTEMS

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Job Description: Steam Cleaner

Typical Duties

- Clean restaurant and other hood and exhaust systems as assigned by a supervisor
- Change exhaust filters
- Clean and maintain grease traps
- Use chemicals (in the manner specified by O.S.H.A. to clean and maintain ductwork
- Perform lock out and tag out as specified by O.S.H.A.
- Clean any area that was soiled due to work you performed after you are done. This includes but is not limited to sweeping and mopping of designated areas
- Perform basic preventative maintenance on company assigned vehicles (check fluids, keep clean, etc.)
- Complete written forms, in English, that are required by law and IFS
- Operate a camera to take photographs of job sites before and after a task is performed
- Utilize a Nextel for communications that include dispatching and time management
- Utilize a handheld computer to input invoices and other forms that are required by law and IFS
- Perform other tasks as assigned by your supervisor
- Work with and without supervision

Job Requirements

- Possess a drivers license that is valid in New York, New Jersey, Connecticut and Pennsylvania
- Provide your own transportation to and from the main office
- Provide notice of absence at least 8 hours prior to your scheduled shift
- Arrive on time to the main office and arrive 15 minutes prior to a scheduled job site
- Pass a pre-hire drug test and physical
- Pass continuous random drug screenings
- Be able to lift and carry items up to 75 pounds
- Work on roofs and other high areas while carrying equipment
- Be able to work with others
- Be able to work extended hours, including weekends and holidays
- Be able to operate machinery
- Be able to learn and operate computers
- Be able to work with grease and chemicals used to remove grease as specified by O.S.H.A.
- Be respectful to our customers and your fellow employees
- Communicate with your supervisors, including suggestions and/or problems that you may have
- Comply with directives as specified in your employee handbook and memorandums

On a Typical Job

- Check the work area for water, electricity, roof access, supplies and equipment needed to complete the assigned job
- Check for areas that cannot get wet, such as electrical outlets, and ensure that they are isolated
- Check the fan for proper and safe operation, including the power cut off locations so that you can work safely
- If roof access is unavailable or too dangerous, contact your supervisor for the next course of action
- Remove all grease from ductwork, fan(s), and access doors
- Carefully utilize the chemicals and equipment provided to you to clean designated areas
- Ensure that all chemicals have been properly removed by rinsing the areas
- Close all access doors upon completion and ensure that the certification sticker is affixed on said access doors
- Dry and polish all designated work areas
- Clean up after yourself
- Keep your company issued Nextel on at all times and do not use it for personal phone calls
- Return company equipment in the condition it was received and report defects immediately

Other Items to Keep in Mind

- IFS is an “at will” employer, meaning you can leave at any time provided you give proper notice as specified in your employee handbook and IFS can terminate you at any time without due cause.
- Policies and procedures will change as needed to keep up with our competitors. We will provide notice via company memos and/or verbal notifications.
- You will maintain company confidentiality, this includes customer lists, corporate procedures and policies, this will be enforced under the zero tolerance policy described below
- You agree that you cannot directly compete with IFS during employment or for 3 years after termination of employment
- IFS enforces a “zero tolerance” policy on abuse of corporate resources. If you abuse or misuse any corporate property or service, you will be responsible for all applicable charges and you may be suspended without pay and/terminated.

Acknowledgement

Your signature below indicated that you have read, understood and agreed to work within the scope of the described job.

Date: _____ / _____ / _____

Print Your Name: _____

Sign Your Name: _____

In witness of:

_____ - IFS Supervisor

Revision 2/2005

Your Safety Is Our Concern
visit our website at www.interstatefireandsfty.com