



Brayden Manning

Supervising Janitor, Environmental Services

☎ (518) 555-2946 ✉ brayden.manning@example.com

🌐 linkedin.com/example/braydenmanning 📍 Schenectady, NY 12305

STRENGTHS

- ⚡ **Emergency Coverage**
When spills, discharges, or absences changed workload, reassigned staff kept priority areas covered.
- 🔍 **Quality Inspection**
Routine rounds exposed small gaps early, giving teams clear feedback before service concerns grew.
- 📦 **Inventory Control**
Organized supply rooms made shortages easier to spot, helping evening teams keep work moving.
- 👥 **Team Coaching**
Practical demonstrations helped new employees learn safe sequences, equipment use, and hospital standards.
- 🔧 **Maintenance Coordination**
During rounds, separated custodial issues from trade repairs so requests reached appropriate facilities teams.

SKILLS

Environmental Services

Hospital Housekeeping

Custodial Supervision

Staff Scheduling

Quality Inspections

Inventory Control

Supply Requisitioning

Equipment Control

SUMMARY

Environmental services supervisor with eight years of progressive custodial and **healthcare housekeeping** experience, including more than four years directing hospital cleaning operations. Leads evening teams across inpatient, outpatient, diagnostic, public, and support areas, with practical skill in scheduling, workload redistribution, **emergency cleaning**, quality inspections, service recovery, inventory control, requisitioning, equipment oversight, and maintenance coordination. Maintains **cleaning standards** that support patient safety, facility appearance, infection prevention, and dependable operational continuity. Contributes staffing, equipment, supply, and personnel assumptions for annual budgets. Communicates clearly with clinical, facilities, administrative, and frontline teams, while coaching employees through **corrective action** and safe work practices. Ready to bring steady judgment, careful follow through, and hands on hospital operations experience to a supervisory environmental services role.

EXPERIENCE

Environmental Services Supervisor

Hudson Valley Medical Pavilion 📅 March 2022 - Present 📍 Troy, NY

Directs evening **environmental services** across hospital inpatient, outpatient, diagnostic, public, and support areas. Leads frontline staff, balances changing workload, protects supply availability, inspects completed work, coordinates maintenance requests, and contributes budget planning that supports safe, consistent facility operations.

- Directed evening cleaning coverage across hospital areas, preserving dependable service during changing facility demands.
- Built daily assignments and shifted personnel after absences, discharges, spills, and urgent requests.
- Inspected completed work, coached corrective technique, and verified resolution of reported service concerns.
- Controlled **custodial inventory**, distributed equipment, and prepared requisitions before supply shortages disrupted operations.
- Separated custodial concerns from trade repairs, then routed actionable maintenance **work orders** appropriately.
- Contributed staffing, **equipment**, supply, and personnel assumptions for annual operating **budget planning**.
- Coordinated **emergency cleaning** responses with clinical, facilities, and administrative stakeholders during evening operations.

Lead Housekeeper

Capital District Community Hospital 📅 July 2019 - February 2022 📍 Albany, NY

Led shift housekeeping for patient rooms, treatment areas, corridors, offices, and public spaces. Assigned frontline work, responded to census changes, inspected hospital cleaning quality, maintained supply rooms, routed facility defects, and supported onboarding through practical demonstrations and safety coaching.

- Led shift housekeeping across patient rooms, treatment areas, corridors, offices, and public spaces.
- Reassigned team members during **emergency cleaning** and census changes, maintaining timely area coverage.
- Inspected hospital **cleaning standards**, then addressed deficiencies through feedback, retraining, or escalation.
- Issued chemicals, consumables, tools, and equipment while reporting shortages and damaged items.
- Logged facility defects during rounds and routed actionable repair requests to maintenance teams.

Maintenance Coordination

Work Orders Budget Planning

Staff Coaching

Emergency Cleaning

Time Management

Attention to Detail

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Environmental Services Supervisor at Hudson Valley Medical Pavilion (4.6 Years)

● Lead Housekeeper at Capital District Community Hospital (2.6 Years)

● Hospital Housekeeper at Mohawk Healthcare Services (2 Years)

● Janitor at Empire Facility Care (1.6 Years)

- Demonstrated cleaning sequences, equipment use, safety practices, and standards during new employee orientation.
- Communicated changing priorities with nursing, facilities, and **environmental services** leads throughout each shift.

Hospital Housekeeper

Mohawk Healthcare Services 📅 June 2017 - June 2019 📍 Schenectady, NY

Performed **hospital housekeeping** across patient rooms, clinical support spaces, offices, restrooms, and common areas. Prioritized isolation, discharge, spill, and high traffic requests, operated custodial equipment, monitored **supplies**, reported facility concerns, and earned expanded shift responsibilities through dependable performance.

- Cleaned patient rooms, clinical support spaces, offices, restrooms, and common areas using hospital procedures.
- Prioritized isolation, discharge, spill, and high traffic requests while communicating status with shift leads.
- Operated custodial equipment and reported defects promptly, reducing disruption to scheduled cleaning.
- Restocked cleaning materials and monitored usage so leads could replenish inventory before shortages occurred.
- Identified minor building concerns during rounds and submitted information for maintenance follow up.
- Earned expanded shift responsibilities through dependable attendance, safe practices, and consistent completion.
- Coordinated cleaning status with nursing and **environmental services** leads during patient care operations.

Janitor

Empire Facility Care 📅 October 2015 - May 2017 📍 Latham, NY

Provided custodial care for office and institutional buildings, covering floor care, sanitation, waste removal, surface cleaning, replenishment, equipment use, facility observation, and consumable tracking. Built a reliable foundation in **time management**, safe chemical handling, organized storage, and occupant communication.

- Performed custodial care across office and institutional buildings using scheduled sanitation routines.
- Completed floor care, waste removal, surface cleaning, replenishment, and related building service tasks.
- Adjusted task order when building activity created immediate service needs for occupants.
- Inspected work areas before completion, corrected deficiencies, and reported maintenance conditions.
- Used chemicals, carts, floor equipment, and hand tools according to safety procedures.
- Tracked consumables and communicated replenishment needs before shortages affected scheduled work.
- Coordinated service timing with occupants and supervisors, building dependable interpersonal communication skills.

PROJECTS

Evening Hospital Coverage Program 📅 2026

Created a practical evening coverage approach for patient care, public, diagnostic, and support areas. Combined workload review, staff reassignment, emergency cleaning response, and service communication for dependable facility operations.

Custodial Inventory Control Initiative 📅 2024

Improved supply room visibility through organized distribution, usage monitoring, equipment review, and timely requisition preparation. Supported uninterrupted cleaning coverage across changing hospital demands.

LEADERSHIP & AWARDS

- Recognized by hospital leadership for dependable evening environmental services coverage.

- Selected for expanded shift responsibilities after consistent safe, accurate housekeeping performance.
- Trusted by peers to support new employee orientation and practical equipment coaching.

EDUCATION

High School Diploma

Schenectady High School 🎓 GPA: 3.0 📅 2015 📍 Schenectady, NY

Coursework: *Health and safety, workplace communication, time management, applied mathematics*

CERTIFICATIONS

- Hospital Environmental Services Training 📅 2022
- Workplace Safety and Chemical Handling 📅 2017

TECHNICAL SKILLS

- **Hospital Cleaning Standards:** Patient room cleaning, isolation cleaning, discharge cleaning
- **Custodial Equipment:** Floor equipment, cleaning carts, hand tools
- **Supply Management:** Inventory control, supply distribution, requisitioning
- **Facility Inspection:** Quality inspections, service complaints, corrective action
- **Maintenance Systems:** Work orders, repair requests, facility rounds
- **Staff Scheduling:** Cleaning assignments, workload redistribution, shift coverage
- **Budget Planning:** Supply budgets, equipment budgets, personnel planning
- **Safety Practices:** Chemical handling, respiratory protection, safe equipment use
- **Hospital Operations:** Patient care areas, public areas, emergency cleaning
- **Communication Tools:** Organized records, staff communication, stakeholder coordination
- **Housekeeping Methods:** Sanitation routines, floor care, waste removal
- **Work Standards:** Cleaning methods, equipment evaluation, performance review

PROFESSIONAL AFFILIATIONS

- Healthcare environmental services teams, supporting safe and orderly patient care facilities.
- Hospital facilities coordination groups, connecting custodial observations with timely repair follow up.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST