



"Opening Doors to Opportunities"

Calidad Industries, Inc.

1301 30th Avenue
Oakland, CA 94601

POSITION ANNOUNCEMENT

Position Title: Project Manager, Custodial Maintenance Contract (Salaried Staff)

Position Location: Oakland Federal Building, 1301 Clay Street

Organization: Calidad Industries, Inc.

Address: 1301 30th Avenue

City, State, Zip: Oakland, California 94601

Person to Contact: Cheryl Sudduth, Director, Contracts and Compliance, Calidad Industries

Salary: Commensurate with experience and qualifications

Position Description: Site manager for a janitorial maintenance contract with the General Services Administration (GSA). Responsibilities include supervision of a 35 person workforce in the performance of daily, weekly and periodic cleaning services described in the statement of work. Oversees quality control of all services provided including work performed by sub-contractors. P&L responsibility for supplies, maintenance of equipment and uniforms used in the completion of services. Administer Calidad's work measurement/time study program as required for general office, restroom cleaning and carpet and floor care preventive maintenance. This position requires hands on management; customer service, business acumen, cost control, budgeting and quote skills. The ideal candidate must demonstrate excellent written, verbal and computer literacy skills.

EMPLOYEE REQUIREMENTS

Applicants will have at least a high school education with a minimum of 10 years management experience in the housekeeping, janitorial or facility maintenance industry. Work history must indicate increased levels of responsibility. Must demonstrate a strong desire to work with persons with disabilities and their personal and vocational development. Military, rehabilitation or vocational training experience helpful with a proven record of supervising a diverse workforce. Knowledge of the federal Service Contract Act and government regulations a plus.

Interested individuals must submit a current resume to the Director, Contracts and Compliance, csudduth@eastbaygoodwill.org or fax to 510.436.3758 not later than November 28, 2011.

14 OCTOBER 2011