Park Attendant Checklist

Duties for each shift

- [ ] Unlock washroom doors at beginning of shift.

Clean washrooms #1

- [ ] Clean Toilets and Mirrors
- [ ] Garbages/Sanitary containers emptied
- [ ] Touchpoints are sanatized (toilet handle, sink taps, door handles, etc)
- [ ] Sweep floors - ensure they are free of debris

Trim and Edge Grass in the following areas:

- [ ] Trees and benches
- [ ] Pool and Splash Pad Buildings
- [ ] Garden Beds, Fences and Walls

Splash Pad Review

- [ ] Splash Pad is free from debris (objects, leafs, pinecones, trash etc.)
- [ ] Splash Pad Apparatuses are in working condition (Watch water come out of all fixtures)
- [ ] All shelters are clean and free of debris

Park Review

- [ ] Check all benches and picnic tables - ensure they are in good condition
- [ ] Empty Waste Bins in the Park

Clean washrooms #2

- [ ] Clean Toilets and Mirrors
- [ ] Garbages/Sanitary containers emptied
- [ ] Touchpoints are sanatized (toilet handle, sink taps, door handles, etc)
- [ ] Sweep floors - ensure they are free of debris

King Street Cleaning

- [ ] Walk up King Street - Pick up Garbage on King Street (from St. Lawrence to Edward and back)

End of Shift Tasks

- [ ] Turn all lights off at end of shift
- [ ] Lock all doors at end of shift

Make and Share Free Checklists
checkli.com