

Wilkes Hall Daily Cleaning Schedule

Clean Bathrooms

Check all dispensers: toilet paper, paper towels, and soap to make sure they are full.

Clean the entrances: sweep, mop, vacuum and straighten rugs, and clean windows.

Clean ice machine room.

Clean Student Conference Center: pull trash, sweep and mop floor. Buff, strip, and wax as needed (this room is used very often).

Check the President's Dining room: make sure tables are clean and straight, chairs are clean and straight, carpet is vacuumed.

Check the hand sanitizer to make sure it has plenty of product in it.