Supported Employment Tasks
(Maintenance)

☐ Refill soap dispensers

☐ Restock paper products in kitchens and restrooms (paper towels, toilet paper, etc.)

☐ Sanitize phones and headsets

☐ Sort recycling

☐ Empty garbage

☐ Placing plastic liners in trash cans

☐ Sweep

☐ Mop

☐ Vacuum

☐ Wipe down lobby chairs

☐ Wipe down lobby tables and counters

☐ Water plants/Dust artificial plants

☐ Clean white boards in conference rooms

☐ Remove shredded documents

☐ Unloading/restocking supplies/equipment in warehouse

☐ Returning tools to proper place

☐ Breaking down boxes, placing in compactor

☐ Dust

☐ Raking leaves then placing in bags

☐ Using a shovel to dig holes for planting flowers/plants

☐ Planting flowers and small bushes

☐ Pull weeds

☐ Using a gas leaf blower

☐ Clean mirrors, windows