ACS Manager - Don Bakkensen, 3932
Budget Management
Department Wide Product and Equipment Approval
Departmental Space Management Liason
Personnel Management
Handbook and Procedures
Breeze - Task/staff Planning and Assignments

Departmental Supervisor - Mike Smith, 3934
Custodian 5
Group Supervison
Cleaning Educator
Cleaning Technology & Process
Equipment & Product Research
FAMIS Backup
Overtime Backup
Vendor Coordination
Supply Ordering
Disciplinary Action
Inspection Coordination
Product & Efficiency Evaluations
Team Coordinator and Leader Evaluations
Custodial Aide Management

	North Campus Group - Day			South Campus Group - Day			Swing Group 1			Swing Group 2			
Shift	**Day**	**Day**	**Day**	**Day**	**Day**	**Day**	**Swing**	**Swing**	**Swing**	**Swing**	**Swing**	**Swing**	**Swing**
Team ID	**AC1**	**AC2**	**AC3**	**AC4**	**AC5**	**AC6**	**AC7**	**AC8**	**AC9**	**AC10**	**AC11**	**AC12**	**AC13**
	Push Clean 5:00 am - 8:00am FR Complete OM Classrooms HU Classrooms BH Classrooms	**Push Clean** 5:00 am - 8:00am PA Classrooms CH Classrooms	**Push Clean** 5:00 am - 8:00am HH Library Complete	**Push Clean** 5:00 am - 8:00am CF Classrooms CF 1st Flr Public Areas AW Classrooms	**Push Clean** 5:00 am - 8:00am SL Classrooms HH RR outside of Libr. MHCLASSROOMS	**Push Clean** 5:00 am - 8:00am ES Classrooms AH Classrooms ES Public Areas AH Public Areas AH100	**Shift Cleaning** 3:00 pm - 11:30am CS Clinic Complete PS Complete FA Complete	**Shift Cleaning** 3:00 pm - 11:30am Projects PH Complete AI Complete CF Offices	**Shift Cleaning** 3:00 pm - 11:30am CV Complete CB Complete	**Shift Cleaning** 3:00 pm - 11:30am CM Complete AC Complete AE Complete PP Complete	**Shift Cleaning** 3:00 pm - 11:30am ET Complete AH Offices ES Offices BI all but Class	**Shift Cleaning** 3:00 pm - 11:30am MH all but Class FI Complete AA Complete Steam Plant	**Shift Cleaning** 3:00 pm - 11:30am OM all but Class HU Offices BH Offices
	After Push Clean 8:00am to 10:00am BH Restrooms HU Restrooms HU Circulation	**After Push Clean** 8:00am to 10:00am PA Complete CH Complete HS Complete AL Complete VC 24, 25 Complete	**After Push Clean** 8:00am to 10:00am WL Complete	**After Push Clean** 8:00am to 10:00am AW Complete	**After Push Clean** 8:00am to 10:00am SL Restrooms SL Public Areas SL OFFICES MH restrooms	**After Push Clean** 8:00am to 10:00am ES Restrooms AH Restrooms CF Restrooms							
	After Lunch Clean 10:30am to 1:30am	**After Lunch Clean** 10:30am to 1:30am	**After Lunch Clean** 10:30am to 1:30am	**After Lunch Clean** 10:30am to 1:30am	**After Lunch Clean** 10:30am to 1:30am	**After Lunch Clean** 10:30am to 1:30am							
Team Task Hours	3	12 PA Complete CH Complete HS Complete AL Complete VC 24, 25 Complete	15 WL Complete HH Libr. Restrooms	3	3	21 CF Restrooms CF Public Areas							
	Specialty **Team Coordinator** AC1 AC2 AC3 Time Card App Leave App Inspections Perf Evals Final Mail Delivery Resupply Emergency Calls ACS Key Coordinator ACS Purchase Order Prep ACS Higher Level Duties	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Coordinator** AC4 AC5 AC6 Time Card App Leave App Inspections Perf Evals Final Mail Delivery Resupply Emergency Calls ACS Equipment Repair ACS Equipment Inventory ACS Laundry Coordinator	**Specialty** **Equipment** Equipment Repair Equipment inventory Laundry ACS Uniform Collection **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** 3 hrs during shift **Team Coordinator** AC7 AC8 AC9 Time Card App Leave App Inspections Perf Evals Final Mail Delivery Resupply Emergency Calls ACS WO Assignments ACS OT Coordination	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** 3 hrs during shift **Team Coordinator** AC10 AC11 AC12 AC13 Time Card App Leave App Inspections Perf Evals Final Mail Delivery Resupply Emergency Calls ACS Swing Shift Supplies ACS Laundry Collection	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects	**Specialty** **Team Leader** Task Direction Manage Time Card Manage Leave Eval Input Resupply Key Control Maint WO Reporting Assigned Area Security Schedule Projects
Team Office	**HU 330**	**PA 161**	**WL 196**	**CF 034A**	**MH 63**	**AH 106**	**ES 68**	**PH 136**	**CV 115**	**AC 111**	**ET 160**	**MH 63**	**OM 427**
Custodian 3	**Heather Dodd**	**Ela Chala**	**Ashley Perigo**	**Roberto Lim**	**Jim Perigo**	**Anthea Jones**	**Juanito Delarosa**	**John Timmerman**	**Gordon Kim**	**Hoa Do**	**Greg Keeler**	**Ruth Pagnoisn**	**Tyet Pham**
Push Cust 1	Ken Nance Jody Lee 4 Student Aides	Angelito Domingo Katy Frank 3 Student Aides	Kasoma Duplantis Lance Hedwall Vacant - Temp 4 Student Aides	Ma Rica Nance Joel Perigo 5 Student Aides	Freda Brown Gurmit Bhumber 4 Student Aides	Bill Perigo Kelly Fisher 5 Student Aides	Nikolay Kovalanko Felix Campanilla Khuyen Do Hyong Song	Khoa Truong Huan Tran Lynn Nichols	Cathy Replogle Pilar Lim Khai Truang Howard Yanke.	Thomas Tran Virginia Misanes	Dolor Delarosa Florenda Almojera Armida Mortenson Beth Jones	Thanh Nguyen Conrad Schuyler Manuel Lim	Dmitry Staroverov Hai Nguyen Milagros Dumatol
After Lunch Cust 1		Angelito Domingo Katy Frank Jody Lee	Kasoma Duplantis Ken Nance Lance Hedwall Vacant - Temp			Freda Brown Gurmit Bhumber Ma Rica Nance Joel Perigo Bill Perigo Kelly Fisher							