

Job Scheduling in CleanTelligent

How can you **keep employees focused** and **maintain accountability**, all while **increasing performance quality**? With Job Scheduling in CleanTelligent!

CleanTelligent is the cleaning industry's premier online tracking system. It manages employee accounts with performance assessments, message tracking, client satisfaction reports, and much more. The newest addition to CleanTelligent's employee management capabilities is online job scheduling.

With CleanTelligent's job scheduling, contracted services are scheduled to specific locations. Employees at these locations are automatically assigned to these schedules. Daily job cards ensure that each employee knows what needs to be accomplished that day. When a new employee starts working at a location, the schedule is already prepared, making it easy to maintain quality service even as employees change.

CleanTelligent's job schedules can be very detailed. Each service's frequency, start date, and end date are recorded. These services are then assigned to the buildings being cleaned, or even to specific locations within the buildings. However, even with this level of detail, creating job schedules in CleanTelligent is simple. Services can be combined into groups, and the drag-and-drop interface makes it easy to setup job schedules.

Transform your contracted services from paper to reality! With CleanTelligent's simple approach to workloading and job cards, your employees can focus on the most important things—the quality cleaning that keeps your clients satisfied. Use CleanTelligent's job scheduling functions to hold your employees accountable for their work.

In addition to job scheduling, CleanTelligent also provides trend tracking reports, electronic inspections, and online management and communication. Our customers have used CleanTelligent to reduce expenses, win contract bids, increase performance quality, and retain clients. Move your company into the future and ahead of the competition by signing on with CleanTelligent today!

By Michael Jenkins, President of CleanBrain Software, Inc.



5 pm	5 pm-6:25 pm Boyer Company Offices; 3rd Floor
6 pm	
7 pm	6:30 pm-7:25 pm Boyer Company Offices; 2nd Floor
8 pm	7:30 pm-10:30 pm Boyer Company Offices; 1st Floor

Jobs can be scheduled by location or by service.

Services	
Name	Area
All	All
Leave a moist toilette on each desk for the purpose of disinfecting telephones, keyboards, etc.	All Areas
Vacuum all carpet wall to wall, as recommended by the Carpet and Rug Institute.	All Areas
Perform detailed dusting of personal workspaces and windowsills. Personal workspace is the area between, and including, desktops up to the tops of partition walls. Note: Do not rearrange work areas.	All Areas
Spot wipe fingerprints and smudges on doors, walls and switch plates.	All Areas
Thoroughly mop stairwells.	All Areas

Services can be assigned individually or grouped together for convenience.

Jobs can be scheduled according to the position, making it easier to perform team cleaning.