

# Weekday Chore List

**Kitchen-** Set table for meal, clear dish drainer, rinse dishes, load dishwasher neatly, scrub all pots & pans, clean stove top, clean entire sink area after finishing with above, put rinsed recycle in bins.

*Kitchen person is not responsible for cleaning up cooked mess left by residents fixing their breakfast & lunch, each resident is expected to clean up kitchen after food preparation.*

**Kitchen Helper-** Clear table after meal, put away leftovers in appropriate containers (food is never stored in cooking pots), wipe down dining room table, wipe all counter tops, wipe out microwave, sweep kitchen floor, wash kitchen floor, be sure to get under the silver fridge.

**Dining Room-** Put up benches, sweep floor to be sure to get all corners, wash floor, neaten up room, dust computer desk, computer, bookshelves.

**Living Room-** Neaten up room, straighten under tables, dust TV stand, vacuum floor. Be sure to get around baseboards.

**Front Hall-** Pick up all trash, clean up washer/dryer area, sweep floor, mop floor.

**Back Hall-** Clean area, sweep. Be sure to move recycle bins. Mop

**Bathrooms-** Scrub toilet, scrub sink, scrub bathtubs, clean mirror with glass cleaner, sweep floor, mop floor.

Refuse Management- Empty trash cans and waste baskets, put new liner in trash cans & wastebaskets if needed, waste baskets are in all offices, bedrooms, bathrooms, near clothes washer.

Empty kitchen trash when it is full even if it during the day. Put out trashcans to curb Sunday & Wednesday night, cardboard recycle Tuesday night, other recycle Wednesday night.

Return all trash cans to side of building after they are emptied. Bring in recycle bins, return to back hall.