

LAUNDRY AIDE

JOB TITLE: LAUNDRY AIDE

DEPARTMENT: HOUSEKEEPER

SUPERVISOR: HOUSEKEEPING MANAGER

DUTIES AND RESPONSIBILITIES:

- Laundry Workers perform a variety of tasks on varying shifts, including collecting and sorting soiled linen, loading and unloading machines, and folding clean linen.
- Operates computer-operated washers and dryers.
- Responsibilities include counting and recording the linen processed each day, making proper deliveries to units and, cleaning and sanitizing the work area including; machines, work tables and sorting area.
- Performs laundry activities within well established guidelines to ensure that quality standards, safety guidelines and customer service expectations are met.
- Delivers personal clothing to the appropriate resident.
- The overwhelming majority of the laundry worker's job is performed while standing, walking and bending.
- The laundry worker is responsible for satisfactory and timely completion of assigned linen, etc. according to schedule.
- Reports equipment/cleaning product needs and or malfunctions to supervisor in a timely fashion.
- Is responsible for the safe and proper use of detergents and adheres to all safety precautions.
- Work involves pulling and pushing, carrying weight up to 50 pounds, twisting, bending and reaching from floor to waist height and from waist to chest level.
- Represents HCSG in a positive manner; is able to follow oral and written instructions, is pleasant, tactful and courteous and cooperative with supervisor, co-workers, residents and client staff.
- The laundry worker consistently embodies the characteristics necessary to drive the Company's Purpose, Vision, Values, and DNA.
- A high school diploma or equivalent is preferred.
- Experience preferred, but on-site training is provided.
- Ability to follow oral and written instructions.
- Must be able to be at work on time.
- Must be able to read, write, and speak English as to be understood effectively by another individual.
- Ability to recognize hazards and follow appropriate protective equipment measures, read and understand MSDS sheets, and communicate with coworkers as to such.
- Personal cleanliness.
- Pleasant, tactful, courteous.
- Must be able to fully understand and complete all In-Services.
- Must be able to be at work on time.

Additional Requirements:

- Must be able to lift/carry a maximum of 50 pounds, push/pull a maximum of 50 pounds, stand, sit, bend and walk for extended periods of time.

- Must be able to work around food and cleaning products.

Education:

- High school or equivalent (Preferred)

Language:

- English (Preferred)