Housekeeping Duties

Caregivers that also assist in housekeeping are responsible for cleaning an assigned number of apartments, designated common areas, and assisting, as needed, with laundry processing, supplies preparation and housekeeping cart readiness.

1) Clean all common areas, offices, employee break room, and public restrooms per schedule.

2) Cleaning all resident apartments according to schedule.

3) Follow standards and guidelines to ensure a clean environment, resident safety (report hazards or needed repairs), and prevention of cross contamination.

4) Keeping all cleaning supplies in good working order, rinsed clean and laundered as necessary.

5) Assuring all chemicals are locked up away from resident access.

6) Assuring all cleaning carts, vacuums, mop buckets are not left unattended and do not pose a tripping hazard.

7) Conducting inventory and notifying administrator of any product in need of re-ordering.

8) Being familiar with each chemical SDS sheet and the protective equipment to wear.

9) Take appropriate measures to protect self from exposure to bloodborne pathogens or chemical exposure through proper use of personal protective equipment.

10) Sanitize equipment between different resident loads or community loads.

11) Clean to the resident’s satisfaction, report any hazards or maintenance issues, report any resident grievances to Administrator.

This description may be changed to include new responsibilities and tasks or change existing ones as Ageia Health Services Management deems necessary.

I have read and understand the above duties.

Name: ____________________________ Date: ____________________________