Laundry Aide

Job Description

Reports to: Housekeeping Supervisor

JOB SUMMARY: The Laundry aide is responsible for processing the residents' personal clothing and linens, as well as, community items. The Laundry Aide will be responsible for following all practices and procedures to ensure there is no cross contamination or spread of infection and that personal protective equipment is worn when appropriate to protect the health and safety of the employee.

PRIMARY RESPONSIBILITIES:

Laundry
1. Assist in transporting laundry containers of soiled items to the laundry room.
2. Operate residential or commercial grade washing machines and dryers.
3. Sort items to ensure garments are processed on the correct machine settings.
4. Sanitize equipment between different resident loads or community loads.
5. Ensure resident items are not co-mingled with another resident or community items.
6. Dry, fold or hang, and deliver items back to the appropriate owner.
7. Take appropriate measures to prevent cross contamination and the spread of infection.
8. Take appropriate measures to protect self from exposure to bloodborne pathogens or chemical exposure through proper use of personal protective equipment.
9. Maintain equipment and laundry areas, clean and keep areas in a neat, orderly and safe manner, i.e, sanitize washing machine, keep dryer free of lint, etc.
10. Check stock and notify supervisor of supply needs.
11. Attend meetings as required and participate in on-going training programs.
12. Assist with housekeeping duties or other duties as assigned by supervisor.

QUALIFICATIONS/SPECIFICATIONS:
1. Genuine concern for and ability to work with the elderly.
2. Able to handle complaints graciously.
3. Able to take and follow directions.
4. Participate in training in-services and meetings as required.
5. Must be able to utilize standard precaution knowledge and infection control measures where required.
6. Possess sufficient communication and language (orally and written) skills to perform job duties and communicate with residents, other staff, family members, etc., as needed.

EDUCATION:
High school graduate or GED.

EXPERIENCE:
Prefer six months or more experience performing laundry or housekeeping duties in a residential care or hotel setting.

PHYSICAL JOB REQUIREMENTS:
In a typical eight hour day, employee will:

- Stand/walk constantly, punctuated by opportunities to sit at short, varying intervals.
- Sit infrequently.

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<thead>
<tr>
<th></th>
<th>Constantly</th>
<th>Frequent</th>
<th>Occasional</th>
<th>Rarely</th>
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</thead>
<tbody>
<tr>
<td>Lift</td>
<td>≤10#</td>
<td>≤25#</td>
<td>≥50#</td>
<td>≥100#</td>
</tr>
<tr>
<td>Carry</td>
<td>≤10#</td>
<td>≤25#</td>
<td>≥50#</td>
<td>≥100#</td>
</tr>
<tr>
<td>Push/pull</td>
<td>≤10#</td>
<td>≤25#</td>
<td>≥50#</td>
<td>≥150# (resident wheelchair)</td>
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• Bends at waist, knees, hips and spine, frequently while lifting ≥10# but ≤25#.
• Secure proper assistance for transferring and lifting of residents as needed (training required for this task)
• Performs squats on a frequent basis to reach below knee requiring ≥10# but ≤25#.
• Reaches on a constant basis while performing housekeeping functions. May occasionally reach overhead requiring ≤10#, and below waist requiring ≤25#.
• Performs a twist or rotation frequently at the trunk, hips, knees and neck while performing duties requiring ≥10# but ≤25#.
• Vision-must be able to read clearly with or without corrective lenses.
• Hearing- Must be able to hear telephone, audible alarms, bells, and signals related to resident safety, with or without hearing devices.
• Speech/language- must have strong command of the English language sufficient to read and write and interpret housekeeping/laundry safety information.
• Bloodborne exposure category: Medium-Hepatitis B vaccine offered. Exposure tasks include: Cleaning blood spills, handling waste, handling soiled linens, cleaning resident’s surfaces, i.e. toilet, sinks, etc.

Ageia Health Services is an equal opportunity employer. This means we do not discriminate in employment decisions on the basis of race, color, national origin, citizenship status, creed, religion, sex, age, marital status, disability, political ideology, veteran status, or any category protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, termination, reduction in force, recall, transfer, leaves of absence, compensation and training. We fully comply with our legal duty to provide reasonable accommodations to allow people with disabilities to apply for and perform their jobs. If you have a disability that would affect your ability to perform the essential functions of this job you must let us know prior to accepting the position and as soon as possible should a change occur.

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

EMPLOYEE ACKNOWLEDGEMENT:
I have read and I understand the job description in full for the position I am applying. I understand that my employment is at will and thereby understand that the company or I can terminate employment, with or without cause or advance notice.

I am able to fulfill the duties, responsibilities, and requirements of this position as outlined above.

________________________________________________
Applicant’s/Employee’s Signature                               Date