**LAUNDRY WORKER**

**Department:** Housekeeping/Laundry

**Supervisor:** Housekeeping Supervisor

**Salary Range:**

**Shift:**

**FLSA Status:** Non-exempt

# QUALIFICATIONS

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| **EDUCATION & CREDENTIALS:** | High school degree or G.E.D. preferred, but not required. Applicant must be able to read, write and follow written and oral instructions in English. May not be a debarred provider. |
| **REGULATORY****COMPLIANCE****REQUIREMENTS:** | Laundry Workers are required to report any arrest, charge, or conviction of a crime other than a traffic violation, and receipt of notice of any agency investigation or charge, including investigations relating to licensure, certification status, or dependent adult or child abuse within 48 hours and may not perform services pending such report. Failure to report such an arrest, charge, conviction, investigation or similar issue may result in termination.Laundry Workers must understand the nature of resident care and resident rights and comply with these requirements at all times.A Laundry Worker who reasonably believes a dependent adult has suffered dependent adult abuse is required to report suspected abuse to the Administrator within twenty-four (24) hours.During the course of employment Laundry Workers are also required to report any information that may impact patient/resident care, including, but not limited to, violations of resident rights and HIPAA violations to his/her supervisor or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **CONTINUING EDUCATION REQUIREMENT:** | All Laundry Workers are required to complete annual 12-hour in‑service training programs. Failure to complete the 12-hour in‑service training program, or any other requirement under internal policies, local, state or federal law may result in termination. |
| **WORK EXPERIENCE:** | Some laundry and commercial sewing experience is desirable, but not required. On-the-job training will be provided. |

### GENERAL JOB SUMMARY

 Laundry Workers are required to perform the tasks of washing, drying, repairing, distributing and storing laundry and linens used in the facility. Work will include daily washing chores and daily repairing chores.

# ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

 The Laundry Worker has overall responsibility for work in the laundry department of the facility. All of the following duties are essential unless otherwise noted:

1. Sort and clean all laundry in accordance with standard procedures.

2. Inspect and repair damaged linens, towels or other items which are routinely laundered.

3. Pre-treat fabrics as necessary.

4. Understand and operate laundry equipment for cleaning of the facility’s linens.

5. Transfer items from the washing facility to the drying facility.

6. Remove items from the dryer.

7. Hang finished garments on hangers where appropriate and/or fold or stack garments.

8. Interact with residents as needed.

9. Stock linen carts for hallways.

10. List and maintain resident personal items.

11. Ability to reasonably conform to all rules and policies of the facility.

12. Other Duties: (Fill in)

13. Other duties as assigned.

**PHYSICAL ACTIVITY REQUIREMENTS AND ENVIRONMENT**

**Lifting Requirements:** Laundry Workers will frequently be called upon to lift items between 15 and 30 lbs. during cleaning. Laundry Workers will occasionally be called upon to lift items between 30 and 50 lbs. Lifting in excess of 50 lbs. is not generally required. Push/pull requirements of 40 lbs. are common.

**Carrying Requirements:** Laundry Workers will frequently be called upon to carry objects up to 30 lbs. Laundry Workers will occasionally be called upon to carry between 30 and 50 lbs. Carrying in excess of 50 lbs. is not generally required.

**Safety:** Various safety protocols and assistive devices are utilized to perform job functions such as Hoyer lifts and gait belts. Laundry Workers must be capable of using all such devices efficiently and safely and all such devices must be used pursuant to facility policies. Laundry Workers must be familiar with and follow all facility safety policies.

**Sight Requirements:** Laundry Workers are required to have vision corrected to average in order to assess and respond to residents, family members, physicians, co-workers and others.

**Hearing Requirements:** Laundry Workers are required to interact with co-workers and others and have a method of communication which allows for workflow and ability to respond to residents, family members, physicians, co-workers and others.

**Socialization Requirements:** Laundry Workers must be able to communicate, accept direction, work with and respond to residents, family members, physicians, co-workers and others as required.

**Other Physical Requirements:** Laundry Workers will frequently be called upon to perform twisting, bending, squatting, kneeling and crouching in connection with performing daily duties at the facility. Significant fine finger dexterity is required. Must be mobile in all laundry/delivery areas.

**Environment:**

* Exposure to general resident care environment.
* Exposure to resident variables such as inappropriate language or physical behaviors due to compromised mental capacity.
* Exposure to moderate to substantial temperature variations including heat generated by machinery.
* Exposure to pharmacological preparations, biologicals, and potential biohazard materials including blood and other bodily fluids and medical sharp objects.
* Substantial exposure to chemicals, primarily cleaning solutions.
* Substantial exposure to equipment and machinery.
* Moderate to high noise levels exist.
* Infrequent work interruptions occur.
* Extended or variable hours may be required.

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|  | Nvr0% | Rare1-5 | Seld6-19 | Occas20-33 | Freq34-66 | Cont67-100 |  |  | Nvr0% | Rare1-5 | Seld6 -19 | Occas 20-33 | Freq 34-66 | Cont 67-100 |
| **LIFT** | **PHYSICAL ACTIVITIES** |
| 1 - 10 lbs. |  |  |  |  |  |  | Bend/Stoop |  |  |  |  | X |  |
| 11 - 20  |  |  |  |  |  |  | Twist |  |  |  |  | X |  |
| 21 - 35  |  |  |  |  | X |  | Crouch/Squat |  |  |  |  | X |  |
| 36 - 50 |  |  |  | X |  |  | Kneel |  |  |  |  | X |  |
| **CARRY** | Crawl |  |  |  | X |  |  |
| 1 - 10 lbs. |  |  |  |  |  |  | Walk-Level |  |  |  |  | X |  |
| 11 - 20  |  |  |  |  |  |  | Walk-Uneven |  | X |  |  |  |  |
| 21 - 35  |  |  |  |  | X |  | Climb Stairs |  | X |  |  |  |  |
| 36 - 50 |  |  |  | X |  |  | Climb Ladder |  | X |  |  |  |  |
| **PUSH** | Reach Over Shldr |  |  |  | X |  |  |
| 1 - 10 lbs. |  |  |  |  |  |  | Use Arms |  |  |  |  | X |  |
| 11 - 20  |  |  |  |  |  |  | Use Wrists |  |  |  |  | X |  |
| 21 - 35  |  |  |  |  | X |  | Use Hands |  |  |  |  | X |  |
| 36 - 50  |  |  |  | X |  |  | Grasping |  |  |  |  | X |  |
| **PULL** | Fingering |  |  |  |  | X |  |
| 1 - 10 lbs. |  |  |  |  |  |  | Foot Control | X |  |  |  |  |  |
| 11 - 20  |  |  |  |  |  |  | **ENVIRONMENT** |
| 21 - 35  |  |  |  |  | X |  | Inside |  |  |  |  |  | X |
| 36 - 50 |  |  |  | X |  |  | Outside |  |  |  |  |  |  |
| **HAZARDS** | Heat | X |
| Blood Borne Pathogens [x]  |  Mechanical [x]  | Cold |  |
| Electrical  Radiant   |  |  Burns  | Dusty |  |
| Explosive  |  |  |  |  Other  | Noisy |  |
|  |  |  |  |  |  |  | Humid |  |