

HOUSEKEEPER I

NATURE OF WORK IN THIS CLASS:

Performs a variety of hospital housekeeping work.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Sweeps, mops, waxes floors; cleans walls, windows, equipment and furniture; dusts and vacuums rooms; empties wastebaskets.

Washes, cleans and disinfects isolation rooms utilizing fogging and other similar equipment.

Ensures that soap, paper towels, and other toiletry supplies are available in lavatory; sanitizes lavatory, water cooler, and other household items.

Delivers, moves, and collects supplies, equipment and furniture.

Maintains building grounds.

Applies safe and sanitary work practices on the job.

May clean trash house and vehicle and take contaminated trash to dump yard.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Ability to learn and apply the standard methods, practices, tools, and equipment involved in hospital housekeeping work.

Ability to learn to operate and care for hospital housekeeping tools and equipment.

Ability to perform arduous physical tasks on ladders and in strained and awkward positions.

Ability to apply safe and sanitary work practices on the job.

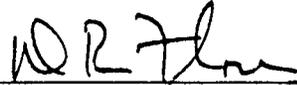
Ability to work effectively with the public and employees.

Ability to understand and follow instructions.

MINIMUM EXPERIENCE AND TRAINING:

No minimum experience or training is required. Minimum knowledge, abilities and skills listed above are required.

ESTABLISHED: JULY, 1980



DAVID R. FLORES, Executive Director
Civil Service Commission