

## **LAUNDRY WORKER**

### **Position Summary**

Sort, wash, dry and fold laundry, operate laundry-processing equipment, restock bed and bath linens, return Members personals and maintain cleanliness of work area.

#### **Time%    Goals and Worker Activities**

##### **10% A.    Collection and Labeling of Members' Personal Laundry**

- A1. Pick up and mark new members clothing, return to member after laundering.

##### **20% B.    Preparation of Washing Members' Personal Clothing**

- B1. Separate Members clothing by color and or type.
- B2. Pretreat heavily soiled clothes.

##### **15% C.    Operation of Laundry Processing Equipment**

- C1. Load and unload washers by color and or type, set machine to proper settings.
- C2. Load and unload dryers, set machines to proper settings.

##### **25% D.    Folding Dried Personal Clothing and Bed and Bath Linens**

- D1. Fold tumble dried clothing in a neat and orderly fashion.
- D2. Sort personal laundry, place in proper delivery cart.
- D3. Fold tumble dried bed and bath linens in neat and orderly fashion.
- D4. Remove unserviceable personals for replacement.

##### **25% E.    Loading and Delivering Bed and Bath Linen Carts**

- E1. Deliver members personals to Member living areas daily (Mon –Fri).
- E2. Load linen carts, in identified order, with pre-determined amount of linen.
- E3. Deliver clean linen carts to all nursing care buildings at scheduled times.
- E4. Return previous days' carts to laundry.

##### **5% F.    Maintenance and Cleaning of Equipment and Work Area**

- F1. Clean equipment before using, and as often as necessary during the day to keep it clean.
- F2. Empty trash.
- F3. Perform other related duties as assigned.

### **Knowledge, Skills and Abilities**

1. Ability to operate laundry processing equipment
2. Ability to follow oral and written instructions
3. Ability to read and write labels, signs and forms
4. Ability to differentiate colors and fabrics
5. Ability to understand dials, gauges, and directions on various pieces of laundry equipment
6. Ability to sort laundry by labels and resident names, and place linens on appropriate carts
7. Ability to move laundry carts weighing 80-200 or more pounds
8. Ability to lift bags of laundry which weigh up to 70 pounds
9. Ability to stand for prolonged periods of time up to and including an entire shift