

# Housekeeping/ Laundry Aide

## Permanent Part-time

(Regularly scheduled for not more than 30 hours per week)



Under the direction of the Assistant Administrator/ Manager, Environmental Services, incumbents in this job will split their time between Laundry and Housekeeping to ensure the Residents' personal clothing and the linens of the Home are kept clean and in good repair and that the Home is maintained in a safe, clean and sanitary condition.

### What will you get to do?

- Sort and separate items to be laundered – this includes resident clothing and facility linens
- Follow specific instructions for treatment of soiled linens.
- Operate automatic washing machines, dryers, iron.
- Fold laundry as required, sort and deliver to appropriate units.
- Ensure proper identification of all personal clothing as well as set aside any clothing that may require mending; perform simple mending and repairs.
- Advise manager of any machines that are not operating as expected or malfunctioning.
- Maintain a clean work environment, dusting and washing equipment and shelves as required and upon completion of the shift.
- Label personal articles of clothing as required.
- Safely handle equipment and cleaning chemicals used in Laundry and Housekeeping Departments.
- Attend in-service and Staff Development Programs and housekeeping staff meetings.
- In the event of an emergency perform other duties as may be assigned.

### What Skills and Experience will you Bring?

- Knowledge of safe use of laundry and housekeeping equipment and cleaning chemicals - Previous experience in institutional laundry services is considered an asset
- Capable of operating laundry and housekeeping equipment and certain maintenance equipment in a satisfactory manner
- Ability to meet the physical and mental demands of the job
- Solid command of the English language (speak, read, write and comprehend)
- Compassion, patience and friendly personality with an understanding of, and respect for, the rights of long-term care residents
- Proven ability to follow an established work procedure/ schedule with minimal supervision
- Ability to work all shifts required of the job – 730 AM to 400PM (housekeeping) or 930 AM – 600 PM (laundry)
- Must provide a complete and current (within six months) Vulnerable Sector Check (including a Criminal Background Check) or be willing to obtain one
- Must be fully vaccinated against COVID-19 (per MOHLTC directives) as well as be willing to obtain any other required immunizations as set out by legislation or regulations

All Eastholme employees require compassion, patience and a friendly personality with an understanding of, and respect for, the rights of long-term care residents.

Full job Description is available on the [Eastholme Careers Page](#).

### What Can We Offer to You?

Competitive wages starting at \$20.90 per hour (laundry) and \$20.72 (housekeeping)

Vacation pay (%) and a Percentage in lieu of fringe benefits

An opportunity to learn and grow

A great team to work with and a place you can be proud to work – we take pride in being a top employer in the community we serve

### How Can you Let Us Know About You?

Please submit your resume to:

**HR@eastholme.ca**

We thank everyone for their interest in joining our team! Once we review your resume, if you have the qualifications we require for this job, we will be in touch to schedule an interview.

Eastholme is an equal opportunity employer and values diversity in our workforce. We encourage applications from all qualified individuals. We are also AODA compliant and should you require accommodation in the hiring process, please do not hesitate to let us know - accommodations may be provided in all steps of the hiring process.