Housekeeping Job Description

We provide elderly residents with an opportunity to live independently or dependently within our supportive community. Facility housekeepers contribute to this goal by ensuring that the residents reside in a clean and sanitary environment. With a dedication to service and a strong work ethic, you will serve or geriatric community as an assisted living facility housekeeper.

Job Summary

Housekeepers must follow specific directions and schedules. Cleaning chemicals are potentially dangerous and housekeepers must handle them properly to avoid injury. You must be thorough in your work and pay attention to details. Housekeepers also need coordination skills to perform numerous duties within a specific time period. Familiarity with cleaning and disinfecting materials is important to determine appropriate solutions for specific cleaning needs. You are required to have experience with various cleaning tools, like vacuum cleaners, washing and drying machines. Housekeepers work on their feet most of the day, so physical endurance is necessary to carry supplies and reach cleaning areas.

Responsibilities and Duties

You will have a list of duties to complete on a daily, weekly or monthly basis. Daily duties will include changing linens on residents' beds, clean and disinfect bathrooms, washing mirrors, replenishing washroom supplies, emptying trash cans, cleaning resident refrigerator and microwave, cleaning air vents. Floor cleaning will be required as a regular duty, which includes sweeping, mopping and vacuuming. You will also clean furnishings and horizontal surfaces to remove dust and dirt. Kitchen duties include cleaning the microwave, freezers and refrigerators. If you observe potential maintenance issues or resident problems, you will report them to management.

As Needed Responsibilities

Some housekeeping duties are only performed periodically or as needed. When residents pass away or move out of their room, you are responsible for sanitizing the room and preparing it for a new resident. You will routinely remove curtains or blinds for cleaning and then rehang them.

Qualifications

The necessary skills are generally obtained through work experience. State safety standards are required in our facilities, so previous Occupational Safety and Health Administration training may strengthen your skills. You must be 18 years of age and pass the criminal background check.

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Employee Signature Date