

LOWER UMPQUA HOSPITAL JOB POSTING

Position	Housekeeper		
Department	Housekeeping		
Status	On-Call		
Post Date	July 10, 2014		
Date Available	July 21, 2014		
Close Date			
<p>Position Summary: Maintains cleanliness of all hospital departments and is responsible for delivery of linen/resident clothes to specific units within the facility.</p> <p>Qualifications:</p> <ul style="list-style-type: none"> • Must be able to communicate, verbally and written. • Must be able to walk, crawl, kneel, reach, climb, lift, carry, push, pull, bend, and twist. • Works indoors. • Must be willing and able to change work routine to accommodate fluctuating census and needs of other departments. <p>Essential Job Functions:</p> <ul style="list-style-type: none"> • Maintains supplies of soap, towels, toilet paper, etc. in designated areas throughout the hospital. • Mops, sweeps, and disinfects floors. • Vacuums carpeting and rugs. • Cleans furnishings, fixtures, and furniture. • Straightens and rearranges furniture. • Cleans and disinfects bathrooms, hoppers, showers, and utility rooms. • Cleans windows and mirrors. • Spot cleans walls and doors as needed. • Removes spider webs on walls and ceilings. • Cleans rooms upon discharge of patient/residents, including bed, mattress, nightstand, over bed table, and stationary objects in room. • Removes and disposes of waste and trash. • Gathers soiled linen and takes to collecting bins as assigned (evenings, Saturday, Sundays and holidays). • Properly stores and stocks linens throughout the hospital. • Changes mop heads and mop water daily in designated areas. • Refills cleaning solutions and supplies on units as needed. • Properly stocks and stores carts at the end of the shift. • Reports observations concerning structural and equipment wear, defects, and malfunctioning to supervisor. • Orders housekeeping supplies in a timely manner (day-shift) • Reports supply, linen, and equipment needs and concerns to supervisor. • Performs emergency housekeeping tasks as requested. • Demonstrates thorough knowledge of housekeeping duties in all areas of the hospital. • Maintains clean and sanitary conditions in assigned areas according to established standards to help maintain effective infection control. 			
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