



JOB POSTING DETAILS

Employer	Windsor Place Retirement Residence (Windsor Place Retirement Residence)	Job Type	JMP
Job Title	Housekeeping/Laundry Attendant	Duration	NA
ES Job ID	13737	Location	Sault Ste. Marie
Date Posted	January 6, 2023	Closing Date	January 20, 2023

Job Overview - Description & Duties

Reports to: General Manager and in her absence the Director of Care

Qualifications:

- 1.Previous housekeeping/laundry experience, preferably in hospitality or a retirement home.
- 2.Previous employment in a health care/hospitality setting an asset.
- 3.Demonstrated understanding of/empathy for the needs of older adults.
- 4.Ability to speak, read and write English.
- 5.Must be able to wear Personal Protective Equipment (PPE)
- 6.To protect our patients, we require current vulnerable sector check screening, a clear background check
- 7.proof of COVID 19 vaccination*
- 8.2 step TB test
- 9.CPR and First Aid an asset
- 10.Familiar with WHMIS, Occupational Health and Safety, Sanitation Code
- 11.Willingness and ability to learn and follow directions
- 12.Stand for extended periods of time, push/pull/lift up to 50lbs, repetitive bending

Required Skills

Responsibilities:

- 1.Maintain a clean, safe environment in the residence.
- 2.Work as a member of a team with all other residence personnel.
- 3.Clean, dust and vacuum residents' bedrooms and public areas of the residence, i.e., lounges, corridors, and elevators.
- 4.Clean and sanitize residents' bathroom and all washrooms in the residence, including all fixtures, tiles, floors, vanity, and mirrors.
- 5.Clean rooms vacated by residents and prepare rooms for incoming residents.
- 6.Collect refuse from residents' rooms and other areas of the residence and dispose of this refuse in accordance with set procedures.
- 7.Clean and restock housekeeping cart.
- 8.Wash and dry laundry following established laundry procedures.
- 9.Fold laundry as required, sort and deliver personal laundry to the appropriate resident and store linens in the laundry room. Separate laundry in need of repair or replacement.
- 10.Remove lint from lint filters following the drying of each load.
- 11.Report malfunctions in equipment and repairs needed to Environmental Department through the Maintenance Memo Book.

- 12. Notify Manager when housecleaning supplies are low.
- 13. Perform all other job duties as assigned
- 14. Refer and adhere to all policies and procedures as they are in effect.

Other Requirements

NA

How to Apply

Apply by email to: gm@windsorplacereirement.com