

**COUNTY OF MIDDLESEX
STRATHMERE LODGE**

POSITION DESCRIPTION

POSITION TITLE: **Housekeeping Worker**

REPORTS TO: Manager of Housekeeping and Laundry

EFFECTIVE DATE: Jan. 2010

POSITION SUMMARY: Sweeps and mops floors, washes or dusts furniture and equipment, and carries out various other tasks as indicated on the daily cleaning schedule.

PRINCIPAL RESPONSIBILITIES:

1. Washes, dusts, cleans and rooms, halls, stairs, windows, walls, corridors, beds and furniture, etc. using chemical cleansers, dust mops, dusters, pails and cleaning cloths. Removes resident's personal property upon discharge as directed, cleans and prepares resident room for admission.
2. Moves furniture to dust, damp mop and finish floors.
3. Washes floors daily in all washrooms and thoroughly cleans and disinfects all sinks, toilets, tubs and other fixtures. Restocks paper products and soap supplies.
4. Polishes/scrubs floors with floor polisher and carpet scrub/extract as required.
5. Empties all waste receptacles and cleans out containers daily.
6. Washes closets and bedside tables when personal effects have been removed.
7. Requires long periods of standing on hard floors.
8. Other duties as assigned.

MINIMUM QUALIFICATIONS:

1. Grade 10.
2. Ability to meet the physical requirements of the job as specified in the Physical Demands Analysis.
3. Ability to read and communicate in the English language.
4. Previous experience as a housekeeper in healthcare, hospitality or residential setting.