



Job Code: 6824

Grade: X16

HCWR: N

Job Title

Building Service Worker

Department

Environmental Services

Job Summary

Under direct supervision, performs routines cleaning and maintenance duties in an assigned area within the hospital.

Typical Duties

- Cleans and maintains assigned area by emptying garbage, sweeping, dusting, mopping, and wet mopping the floors
- Periodically strips, waxes, and buffs floors
- Spot washes walls, beds, cabinets, window sills
- Properly maintains housekeeping carts and automatic equipment
- Keeps areas stocked with adequate amounts of supplies such as soap, toilet paper, paper towels, etc.
- May be required to remove trash, clean waste receptacles, compactors and patient discharge units; spot washes walls horizontal and vertical surfaces
- Cleans glass in doors and glass partitions; cleans and polishes stainless steel cabinets, kick plates and door knobs, clean and sanitize elevators
- Performs related duties as assigned

Minimum Qualifications

- High School Diploma or GED
- Must be able to travel between CCHHS facilities

Preferred Qualifications

- Previous housekeeping experience

Knowledge, Skills, Abilities and Other Characteristics

- Ability to read and write English: to follow oral and written instructions
- Knowledge and proficiency of how to operate or use sanitation and maintenance equipment such as a buffer, stripper, etc., cleaning, and waxing materials
- Ability to organize and schedule work so that it can be complete within the allocated time
- Ability to work effectively with co-workers, Department of Correction staff, and patients
- Regular bending, lifting, carrying, pulling, and pushing; ability to lift 40lbs



Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.