

Laundry Attendant

Reporting to: Manager of Support Services

Hours of work: Part time or Full time, weekend rotation

Grace Village is a non-profit organization committed to providing essential nursing care for seniors, many of whom have experienced a loss of autonomy. In our Grace Village care pavilion, we strive to provide a rewarding, team-based work environment that maximizes our employee's skills and experience. Grace Village is committed to quality and unparalleled customer service in all aspects of resident-centered care.

Reporting to the Manager of Support Services, the Laundry Attendant is responsible for providing a constant supply of clean linen and the collection, sorting, washing and delivery of Residents' laundry.

Key Responsibilities

- Assist in the collection and sorting of soiled personal clothing and linens and pre-treat stains as required.
- Load and unload washers and dryers, monitoring their effectiveness with maintenance and ensuring that proper settings and care are used and that chemical supplies are at an appropriate level.
- Meticulously inspect soiled linens or personal laundry for proper cleaning instructions to guarantee no damage occurs to clothing. Complete any basic required repairs, e.g., buttons. Label items requiring more complex repairs and place in designated area.
- Fold, sort and stack linens and residents' clothing and ironing as required in a professional and respectful manner.
- Deliver linens and clothing to appropriate areas.
- Adhere to established policies and procedures, including safety rules, safe working practices and keeping the laundry room clean and disinfected.
- Work with teammates to optimize service to residents.
- To uphold and promote the organization's values and philosophy relating particularly to ethics, morality, and integrity as set out in MRC's Code of Conduct.
- To complete all other tasks as assigned.

Requirements

- Strong oral and written English communication skills; good oral French skills
- Knowledge/experience in commercial laundry procedures an asset
- Ability to meet physical requirements of the job
- Ability to follow instructions with attention to detail and desire to work efficiently
- Must be familiar with standard sewing and mending techniques
- Demonstrated knowledge of proper linen care and stain removal an asset

Our mission is to provide Excellent, Loving and Compassionate Care to seniors in our community, if you would like to join our team please attach your resume along with a cover letter and submit to Grace Village for consideration to rh@masscom.ca.

We thank all those who apply, however only those selected for an interview will be contacted. Grace Village applies an equal access to employment program.