



# JOB POSTING

## ESTES PARK MEDICAL CENTER

*We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation or any other legally protected status.*

DATE OF POSTING: June 16, 2010

POSITION TITLE: **HOUSEKEEPER Full-time Evenings**

REPORTS TO: Director of Environmental Services

### SUMMARY:

Provides all housekeeping duties throughout Estes Park Medical Center. This includes daily cleaning, maintaining infection control standards, periodic deep cleaning, and linen management.

### DUTIES AND RESPONSIBILITIES:

1. Keeps internal building environment clean.
2. Maintains infection control standards at all times.
3. Practices safety protocols at all times.
4. Operates Autoclave.
5. Stocks clean linen; removes bags of soiled linen.
6. Accepts direction from supervisors with positive attitude.
7. Demonstrates excellent time management skills.
8. Communicates effectively and efficiently with everyone - staff, physicians, patients, residents, families, guests.
9. Follows facility policies and procedures.

### JOB REQUIREMENTS:

Must be able to work 8 hour shifts. Accepts on-call shifts as assigned. Must demonstrate flexibility in job assignments and scheduling.

### MINIMUM QUALIFICATIONS:

Ability to carry out written and verbal instructions.

**ESSENTIAL FUNCTIONS:** Must be able to lift, push and pull 50 pounds; be able to bend, stoop, kneel, remain on feet for long periods of time; be able to communicate in writing and verbally in English; be able to tolerate variable lighting, odor, temperature and noise levels. Must be able to carry out safety procedures when working with chemicals.

**FOR MORE INFORMATION, PLEASE CONTACT HUMAN RESOURCES.**