

Summary:

This position performs routine, repetitive tasks on a continuous basis as a part of a department responsible for total cleaning of the Medical Center and its related rental properties, all to comply with standards for Accreditation and Licensure requirements. In the performance of the regular job duties, it is appropriate for this position to have access to the medication room and supply room for the purpose of cleaning.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(35%)* Performs assigned tasks in accordance with written procedures, guidelines, directions, checklists, and verbal requests and instructions.

(35%)* Cleans and services units, rooms, areas, and facilities including showers, tubs, sinks, water/ice dispensers, counters, toilets, refrigerators, halls, stairways, walls, floors, ceilings, windows, elevators, patient beds, patient units, patient equipment, furniture of all kinds, operating suites, laboratories, procedure rooms, and offices.

(25%)* Uses cleaning chemicals, tools, and equipment including cloths, wall mops, floor mops, vacuums.

(5%)* Uses carpet cleaners and automatic floor machines in scheduled areas.

OTHER DUTIES AND RESPONSIBILITIES:

Performs miscellaneous cleaning and service duties including cleaning building services, equipment, furniture & fixtures, hanging curtains & window treatments, supplying dispensers, stripping & waxing floors, and maintaining floor matting.

Operates, pushes, and pulls various carts including work carts, soiled linen tubs, trash utility carts, supply carts, and large delivery carts.

Removes, handles and transports soiled linen, trash, and medical wastes throughout the facility.

Handles and loads bags of soiled linen into containers.

Performs continual education and training as assigned through written communications and information, verbal and visual presentations, and computer modules and presentations.

MidMichigan Health is a technology driven organization and employees need to demonstrate competency in Microsoft® Windows. An employee may be required to participate in further learning opportunities offered by MidMichigan Health.

Performs other related miscellaneous duties as assigned.