

MAY 12, 2017

TITLE: Floor Care Technician

DEPARTMENT: Environmental Services

SUPERVISOR: Housekeeping/Laundry Lead

SHIFT: 7:00am – 3:30pm

Full time 40 hours/week

LOCATION: RiverWoods

Weekends/holidays as needed

BRIEF DESCRIPTION: Responsible for the cleaning of carpet and maintenance on hard floors, buffing, waxing, and other procedures of floor care.

PRIMARY RESPONSIBILITIES:

- Maintains floors; stripping, waxing, buffing, steam-xing, cleaning, etc., throughout the Nursing Care Center, Garden Apartments, Albright Care
- Services, Riverview Manor, and RidgeCrest on a scheduled basis and spot clean carpeting where required.
- Assesses any problems that may arise with the maintenance of flooring.
- Assists housekeepers in moving heavy furniture or equipment in order to clean resident rooms.
- Maintains inventory of parts and supplies on hand, and reports items needed to supervisor.
- Maintains equipment and machines in a clean, working order.
- Completes work orders as assigned.
- Advises the Director of Environmental Services and/or Laundry/Housekeeping Supervisor of any potential or actual problem which may jeopardize Albright Care Services.
- Maintains a courteous, professional relationship with all other organization staff.
- Vacuums carpet throughout Ridgecrest and Riverview Manor on a scheduled basis.

QUALIFICATIONS:

- Ability to learn cleaning procedures and use all cleaning equipment.
- Ability to lift and carry objects weighing from 75-80 pounds.
- Must be flexible to work other shifts when needed to maintain floors not available during the day.
- Visual acuity for inspecting equipment and flooring.
- Possesses a genuine concern for the elderly and handicapped.
- Ability to communicate effectively with staff, residents, and visitors.
- Demonstrated ability to work in an unsupervised setting.
- Must be able to pass a physical examination within State and Federal guidelines.

PHYSICAL DEMANDS:

- Stoops, kneels and crouches to clean or polish.
- Chance of strains from lifting, pushing and pulling.
- May be required to work long hours in the event of an emergency.
- Chance of exposure to communicable diseases.
- Stands 85%, walks 10% and sits 5%.