



UNION JOB DESCRIPTION

JD376

JOB TITLE:	Porter - Laundry	JOB DESCRIPTION NO.:	40162
CLASSIFICATION:	Laundry Worker I	GRID/PAY LEVEL:	F 10
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	12001
UNION:	HEU	JOB/CLASS CODE:	40162
PROGRAM/DEPARTMENT:	General Support; Regional Laundry	BENCHMARKS (If Applicable):	12001
REPORTING TO:	Senior Laundry Attendant		
FACILITY/SITE:	Various VIHA SI Sites (VGH)		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health), patient & staff safety is a priority and a responsibility shared by everyone at VIHA; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reports to Senior Laundry Attendant. Receives, weighs, transports, and handles soiled linens and transports large wheeled linen racks. Operates automatic cart washer, the laundry cart dumper machine, and the heat transfer-labelling machine.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Collects soiled laundry from designated areas according to established schedules and transports to the sorting area.
2. Weighs and records weight of incoming and sorted laundry.
3. Sorts soiled laundry according to type of linen and nature of cleaning required.
4. Loads laundry hopper with soiled laundry and records weight loaded.
5. Returns empty laundry carriers to designated area.
6. Maintains work area by performing light cleaning duties such as sweeping, spot washing, dusting and wiping.
7. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Grade 10 or an equivalent combination of education, training, and experience.

Skills And Abilities

- Ability to communicate effectively both verbally and in writing.
- Ability to deal effectively with others.
- Physical ability to carry out the duties of the position.

- Ability to operate related equipment.
- Ability to organize work.