

JOB POSTING

Hospitality & Cleanliness Specialist

POSITION: Housekeeping

SCHEDULE: Full time, rotating weekends

MAJOR RESPONSIBILITIES*:

- Provides daily, weekly and monthly cleaning tasks in assigned patient, public and ancillary areas in a safe, clean & sanitary manner.
- Follows daily schedules and assignments that include dusting, vacuuming, sweeping, scrubbing and mopping.
- Monitors public areas and promptly addresses cleaning issues/concerns.
- Operate equipment used in position in a safe and sanitary manner at all time.
- Measure, mix, and add cleaning chemicals according to directions and use in a safe and responsible manner.
- Provides detailed cleaning for isolation rooms as instructed.
- Maintain high ethical standards, safeguarding all LifeCare Hospice property.
- Maintains strict confidentiality regarding knowledge of all patient information (HIPAA), staff and confidential LifeCare Hospice business.
- Performs other reasonably related duties as assigned.

QUALIFICATIONS*:

- High School diploma or equivalent preferred.
- Previous experience in housekeeping in a hospital setting preferred.
- Ability to read, comprehend & follow written directions.
- Ability to prioritize & apply common sense to carry out written and oral instructions.
- Basic math skills to include adding, subtracting, division, multiplication & division in all units of measurement using whole numbers, common fractions & decimals.
- Basic computer skills with windows related applications for bed tracking, linen ordering and/or future programs.
- Ability to work independently, behaves professionally and courteously, and maintain confidentiality at all times.
- Employed for at least 1 year in current position, preferred.
- Favorable job performance & evaluations.

Ohio's Hospice LifeCare will only hire tobacco and nicotine free employees, determined by screening applicants for the presence of nicotine when an offer of employment has been made. Applicants who admit to using or screen positive for nicotine will be considered ineligible for hire, but may reapply for consideration after a period of six months. Applicants who deny nicotine use but later test positive will be considered permanently ineligible for hire based on falsification of records.

Individuals interested in the positions can stop at LifeCare Hospice office, located at 1900 Akron Road, Wooster, OH 44691. Resumes may also be sent to this address, sent by email to LifeCarejobs@lifecarehospice.org, or by fax (330) 804-4545, attn: HR.