

Summary of Duties : Launderers and dries wearing apparel, bedding, bath towels, and other materials; maintains laundry equipment and plant; and does related work.

Distinguishing Features : A Laundry Worker launders bedding and other washable materials. An employee of this class anticipates laundry demands and makes plans to accomplish desired results. A Laundry Worker is responsible for the prompt and correct completion of assigned tasks, the observance of proper safety precautions, and the care and maintenance of the equipment in the laundry plant.

Examples of Duties : Sorts laundry according to the work to be performed on it; operates washers, extractors, and driers; sorts laundry according to its destination; places laundry into bags; mixes bleach and soap products;

Oils, cleans, and maintains equipment; makes minor repairs and reports the necessity for major repairs; keeps records of work done; orders materials and supplies as necessary; assumes responsibility for the requisition, maintenance, and inventory of the bedding supply and other washables for the Jail Division and all other jail facilities; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications : A good knowledge of the processes, materials, techniques, and safety factors involved in operating a commercial or institutional laundry plant; a good knowledge of the operation and maintenance of driers and washers; the ability to operate and perform routine maintenance on laundry equipment such as that found in a commercial plant; the ability to plan and complete work on schedule; the ability to understand and follow directions; the ability to keep routine records; and the ability to work harmoniously with other employees.

One year of experience in operating commercial or institutional laundry equipment is required for Laundry Worker.

Physical Requirements : Strength to perform average lifting up to 35 pounds and occasionally over 70 pounds; arm, hand, and finger dexterity, with at least one hand involved in reaching, handling and feeling; climbing; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section

4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.