



POSITION Laundry Assistant Sutton Manor Nursing Home

LINE MANAGER Housekeeping Supervisor / Facilities Manager

#### PURPOSE OF POSITION

To ensure all aspects of the Nursing Home's Laundry Services are carried out effectively, hygienically and efficiently to a high standard. To ensure Resident's personal effects are looked after and repaired as required.

#### PRINCIPLE RESPONSIBILITIES

- To collect and sort Residents clothes/laundry into categories, ensuring type of item to be laundered is done so in an appropriate manner. ·
- To launder and iron all linen and Residents personal clothing, taking into account label instructions. ·
- To ensure that approved products only are used throughout the laundry and that laundry products are locked away when not in use.
- To ensure clean linen and laundry has been stored separately and tidily and Residents' clothing is maintained with care.
- Maintain a clean and tidy laundry area at all times.
- To be clean and tidy in appearance, uniform to be worn at all times, hair to be kept tidy and if long, to be tied back for safety reasons.
- To wear appropriate protective clothing as required, ie. Uniform, rubber gloves sensible, secure footwear etc keeping jewellery to a minimum.
- To undertake any other reasonable request/task as and when requested on instruction from a senior member of staff to promote the effective day-to-day functioning of the Nursing Home.

#### OUR BENEFITS INCLUDE

- Long Service Awards
- Company pension scheme
- 28 days holiday pro rata (including Bank Holidays)
- Holiday allowance increases with service
- Free parking
- Subsidised meals
- Free DBS
- Free Uniform
- Blue Light Discount Card
- Employee Assistance Programme
- Overtime enhancements



## SHIFTS AVAILABLE

Monday – Friday 09.00 to 14.00. Working 25 hours per week.

## PAY

£12.60 per hour basic rate. £13.55 per hour basic weekend rate