



**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**

25 hours per week, working Monday – Friday 09.00am to 14:00pm

## **PAY**

£13.05 per hour basic rate. £14.03 basic weekend rate