

# JOIN OUR TEAM!



## THE ROLE

### Housekeeping/Laundry Aide

This is a permanent part-time role at the County, with an hourly compensation range of \$23.243-\$23.955.

## THE OPPORTUNITY

Join our dynamic team at Grandview Lodge, to fulfil a role that is dedicated to prioritizing the safety and overall well-being of residents, by encompassing their physical, social, and recreational needs to enhance their quality of life.

Your responsibilities as the Housekeeping/Laundry Aide are aimed at essential tasks to guarantee the availability of pristine clothing and linens for both residents and staff members at the Lodge.

Apply today to become an integral member of Grandview Lodge!

## THE PERKS

- Defined Benefit Pension
- Perks & Discounts
- Unionized
- Free Parking
- Wellness Programs
- Safe & Friendly Work Culture
- Professional Development
- EFAP Program



- Completion of Grade 11 plus vocational.
- Or Highschool Graduation



- Some current related experience.



- Interpersonal Communication
- Self-Direction
- Emotional Intelligence

## THE COUNTY

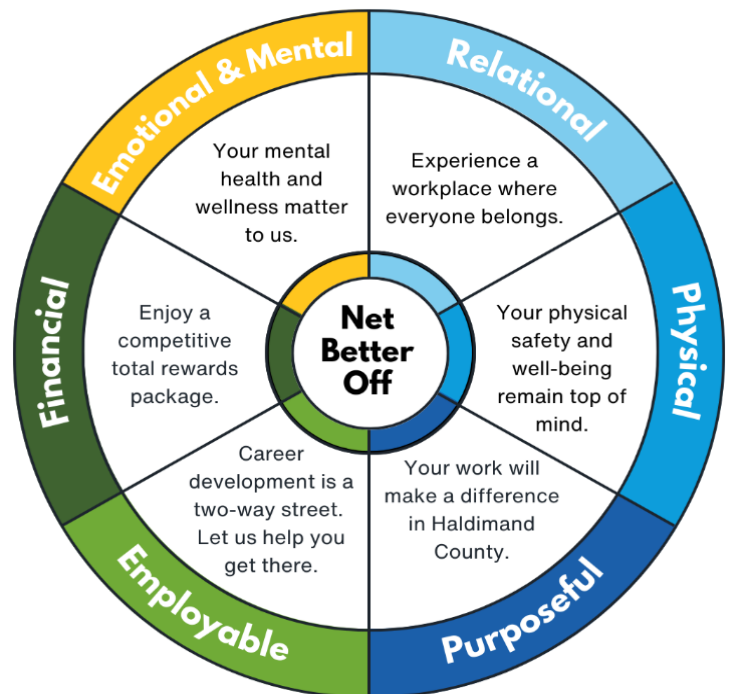
Haldimand County believes in compassionate and innovative approaches to resident care. Grandview Lodge is an award-winning, nationally accredited 128-bed long-term care home in Dunnville. Located on the shores of the Grand River, you'll find the environment to provide a calming presence to employees and residents alike. By joining our dynamic team, you open the door to a rewarding career where we prioritize the health and wellness of our employees, their families, and the communities we serve.

At Haldimand County, we believe in the Net Better Off philosophy. This means we're passionate about helping our staff thrive and advance in an inclusive workplace.

## THE NEXT STEPS

If this sounds like you, please submit your application online at [www.haldimandcounty.ca/careers](http://www.haldimandcounty.ca/careers).

This posting closes on **July 1, 2024 at 4:30 p.m.** Visit our careers page for more opportunities.



## **JOB DESCRIPTION**

### **Housekeeping/Laundry Aide, Grandview Lodge**

<p><b>POSTING #:</b> UFCW-2024-62</p> <p><b>POSTING PERIOD:</b> June 25-July 2, 2024</p>	<p><b>Employer Group:</b> UFCW HOPE Service Workers</p> <p><b>Reporting To:</b> Supervisor, Dietary, Laundry &amp; Housekeeping</p>
<p><b>Position:</b> Housekeeping Aide/Laundry Aide, PPT 11</p> <p><b>Wage Range Hourly:</b> \$23.243-\$23.955</p>	<p><b>Position Status:</b> Permanent Part-Time</p> <p><b>Hours Worked Per Week:</b> 12</p> <p><b>Location:</b> Grandview Lodge, Dunnville</p>

#### **CORE COMPETENCIES:**

Interpersonal Communication | Emotional Intelligence | Self-Direction

#### **POSITION SUMMARY:**

At Grandview Lodge, each position ensures the Resident's safety as well as their physical, social and recreational well-being and quality of living. The housekeeping aide/laundry aide will undertake required tasks that ensure the provision of clean clothing and linens for the Residents and staff at the Lodge.

#### **QUALIFICATIONS, KNOWLEDGE & SKILLS**

##### **Education**

- Completion of Grade 11 plus an additional vocational program of up to one year, or Grade 12 graduation or equivalent.

##### **Experience**

- Over one month, up to and including three months current related work experience (experience doing industrial housekeeping would be an asset) and work / life experiences that are necessary for performance of the job and training and adjustment on the job itself.

Or the equivalent to the above

##### **Knowledge/Skills**

- Ability to read and write English
- Proven ability to follow direction
- Proven ability to work independently or as team member
- Proven interpersonal skills to interact with Residents, team members and members of the public
- Computer Expertise:
  - Must be familiar with computer / printer / mouse / Windows to utilize computerized equipment

##### **Machines & Equipment Operated- Housekeeping Aide:**

**Duties include but are not limited to:**

- Automatic floor scrubber
- Polisher - hi speed
- Vacuum cleaner
- Battery charger
- Carpet extractor
- Any office equipment required to complete assigned tasks

## RESPONSIBILITIES

The incumbent is expected to:

- Follow the GVL philosophy of delivering care to Residents by utilizing Montessori and GPA principles.
- Communicate with Residents, visitors and other personnel in a courteous manner.
- Ensure Resident Bill of Rights are respected.

The incumbent is expected to but not limited to:

### Functional

- Housekeeping Duties
  - Clean assigned areas by washing furnishings, floors, windows, walls, carpets and equipment with cleaning solutions and disinfectants.
  - Clean and disinfect all bathrooms and sink areas.
  - Strip, wax and polish floors.
  - Replenish supplies of soap, towels, and other dispensable items;
  - Load, transport, unload, clean and maintain service cart.
  - Empty ashtrays / trash baskets
  - Arrange furniture and equipment in an orderly fashion.
  - Collect garbage from designated areas.
  - Request weekly supplies
  - Complete all housekeeping audits as assigned
  - Assist with program set-ups.
  - Undertake “project cleaning”, as assigned (project cleaning is heavy / thorough cleaning / work).
- Health & Safety:
  - Handle soaps and chemicals according to the Workplace Hazard Information System (WHMIS).
  - Report all accidents and incidents to the Supervisor, Facility Operations / Charge Nurse.
  - Report any mechanical failures or hazardous conditions to Supervisor.

Demonstrate commitment to the Haldimand County code of conduct

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the job.

## POSITION REQUIREMENT(S):

A current (within the past 6 months) Police Check	OPP LE 220
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Haldimand County envisions all County staff to possess a high degree of Ethical Behaviour & Professionalism, Political Acumen, Relationship Management, Credibility, Flexibility & Adaptability, Empathy & Compassion, Entrepreneurship, and Customer Service.

Haldimand County is an equal-opportunity employer who strives for inclusivity and belonging for all. Accommodation is available at any stage of the hiring process to applicants with differing abilities. If you require accommodation at any stage of the hiring process, please contact us at [hrhelpdesk@HaldimandCounty.on.ca](mailto:hrhelpdesk@HaldimandCounty.on.ca).

*County employees who are interested in applying for this position must complete the EMPLOYEE APPLICATION FORM via County's Intranet - FuNK and submit online with a resume and cover letter by 4:30 PM on the last day of this posting.*

We thank you for your interest in working for Haldimand County. Only candidates selected for an interview will be contacted.