

# JOB DESCRIPTION

## Position: Environmental Services Tech

<b>POSITION TITLE:</b> Environmental Services Tech	<b>DEPARTMENT:</b> Environmental Services
<b>APPROVED BY:</b> Support Services Manager	<b>IHA JOB CODE:</b>
<b>LATEST REVIEW OF JOB DESCRIPTION:</b> 3/2018	<b>LATEST REVISION OF JOB DESCRIPTION:</b> 03/2018
<b>FORMER REVISION:</b> 09/16	<b>EXEMPTION STATUS:</b> Exempt                                  Non-exempt X

### Job Summary:

To ensure that the Environmental Services Dept. cleans and delivers a quality service, maintains the hospital in a sanitary/attractive/orderly fashion, and helps promote the mission and Behavioral Standards of DCH.

### JOB QUALIFICATIONS:

#### Education and Training:

High School Diploma or GED.

#### Licensures/ Certifications:

Driver's License preferred

#### Experience:

General knowledge of housekeeping or custodial services preferred. Experience in a healthcare setting would be beneficial.

#### Skills and Abilities:

Ability to read, write, comprehend, and correspond simple instruction.  
Ability to present information in a one-on-one and/or small group situation.

### REPORTING RELATIONSHIPS:

Reports to: Support Services Manager

Supervises: N/A

### Essential Duties and Responsibilities

The following description of job responsibility and standards is intended to reflect the major responsibilities and duties of the job, but is not intended to describe minor duties and other responsibilities as may be assigned. All are essential job functions according to ADA guidelines and are listed in order of importance.

1. Performs all assigned tasks effectively, in a responsible team environment and follows all Infection Control practices, including bio-hazard waste handling, hand washing techniques, and standard or isolated precautions.
2. Among other duties, performs routine cleaning, vacuuming, and buffing of departments, restrooms, hallways, stairways, and associated locations.
3. Collects office, patient, bio-hazard trash, and soiled linen from receptacles and disposes into designated areas.
4. Utilizes appropriate chemicals and supplies according to manufacture direction, policy and procedure.
5. Maintains a clean and neat cart, station, closet, and equipment storage area.

## Environmental Services Tech Physical Job Demands

	Nvr 0 %	Rare 1-5	Seld 6-19	Occas 20-33	Freq 34- 66	Cont 67- 100		Nvr 0 %	Rare 1-5	Seld 6- 19	Occas 20-33	Freq 34- 66	Cont 67- 100
<b>LIFT</b>							<b>PHYSICAL ACTIVITIES</b>						
1 - 10 lbs.						10#	Balancing		X				
11 - 20					X		Bend/Stoop						x
21 - 35				X			Twist						X
36 - 50				50#			Crouch/Squat						x
51-65		X					Kneel					X	
66-75		X					Crawl				X		
<b>CARRY</b>							Sitting						
1 - 10 lbs.						10#	Standing						x
11 - 20					X		Walk-Level						x
21 - 35				X			Walk-Uneven			X			
36 - 50				50#			Climb Stairs					X	
51-65		X					Climb Ladder			X			
66-75		X					Reach Over shlder					X	
<b>PUSH</b>							Reach-at or below shlder						
1 - 10 lbs.						10#	Pushing					X	
11 - 20					X		Pulling					X	
21 - 35				X			Lifting					X	
36 - 50				50#			Use Arms						X
51-65		X					Use Wrists						X
66-75		X					Use Hands						X
<b>PULL</b>							Grasping						
1 - 10 lbs.						10#	Fingering			X			
11 - 20					X		Foot Control		X				
21 - 35				X			Repetitive Motion- _____						X
36 - 50				50#			Talking						x
51-65		X					Hearing						X
66-75		X					Vision						X
							Tasting/Smelling						
							Feeling						

**Physical Requirements:**

**Medium work:**

- | Exerting up to 50 pounds of force occasionally.
- | Exerting up 10 pounds of force constantly.

### **Working Conditions:**

- | May come in contact with blood or other bodily fluids.
- | May be subject to hazards: chemicals, slippery floors, and working while on stepladders.
- | May be subject to atmosphere conditions: dust, fumes, odors, and aerosol sprays.

### **Visual Acuity Requirements:**

- | Normal visual acuity required to maintain accuracy and neatness of work.
- Ability to see stains and tears in linen and laundry when sorting and folding.

### **Intellectual and Emotional Requirements:**

- | Ability to perform under stress when confronted with an emergency.
- | Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.