

STATE OF ARIZONA JOB CODE CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV32622
Job Class Code:	150	Salary Schedule:	AREG
EEO Category:	08	Grade:	10
Workers Comp Code:	9410		

Job Code Established:	10/29/89	Effective Date:	10/29/89
Job Code Revised:	12/23/98	Effective Date:	

JOB CODE SERIES: Housekeeping Series

JOB CODE TITLE: LAUNDRY WORKER II

HRIS TITLE: LAUNDRY WORKER II

CHARACTERISTICS OF THE CLASS: Works under supervision of a Laundry Manager. Has the authority to monitor and correct wash formulae; to follow procedures established for the work unit. Operates commercial laundry equipment such as washers, extractors, dryers in an institution laundry operation; serves in a lead capacity in various areas of a laundry facility. Work product consists of clean laundry ready for finishing; finished laundry ready for delivery. Responsible for following equipment operating procedures; observing safety procedures.

EXAMPLES OF DUTIES: Loads, operates and unloads commercial washers, extractors, dryers and other equipment in an institutional laundry. Sorts and weighs soiled clothing and linen for proper washing classification. Identifies and treats various stains appropriately. Determines formula to use for proper cleaning and rinsing. Performs various chemical tests. Functions in a lead capacity. Resolves minor operational problems and explains procedures and work routines. Directs work activities of state employees and /or inmate workers engaged in operating pressers, ironers, folders, washers/dryers, etc. Performs minor maintenance on laundry equipment. Monitors equipment for maintenance needs. May help pick up soiled and deliver clean laundry. Cleans work area and maintains supply inventory and other work records. Performs related work as required.

WORK CONDITIONS: Considerable standing, walking; exposure to heated surfaces, machinery, high temperatures and humidity; must lift, pull, push heavy loads of wet laundry; handles soiled clothing and linen.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: policies and procedures established for the work unit; occupational hazards and safety precautions in laundry operation; stain removal processes; washroom procedures, supplies, equipment operation, use of chemicals, soaps, etc; textiles and fabrics and their reaction to soaps, bleaches, water temperature, etc.

Skill in: operating commercial laundry equipment.

Ability to: communicate verbally and in writing; perform mathematical calculations; establish and maintain work relationships; apply the principles and practices of leadership and work management.

SPECIAL SELECTION FACTORS: A medical/physical evaluation is required prior to appointment.