



The Health Services Authority is responsible for the provision and administration of primary and secondary levels of healthcare services and public health functions for residents of the three Cayman Islands through a 127-bed hospital on Grand Cayman, a 18-bed hospital in Cayman Brac, satellite outpatient clinic in Little Cayman and four District Health Centers on Grand Cayman offering the most comprehensive range of inpatient and outpatient services in a single health system in the Cayman Islands.

We invite applications for the following position:

ENVIRONMENTAL SERVICE WORKER

Salary range: CI\$27,312 - CI\$27,984 per annum

The Environmental Service Worker will be under the daily supervision of the Manager of Support Services Coordinator and perform repetitive cleaning tasks in maintaining assigned areas in the hospital in an orderly and sanitary condition.

Primary Responsibilities: The successful candidate performs cleaning duties in all Inpatient care areas, and Outpatient Departments of the Hospital as assigned. Completion of daily checklists are required for each area. This includes Inpatient rooms, Nurse's stations, Consultation/Examination and Treatment rooms, public and patient bathrooms, lounges, offices, laboratories, Delivery, Emergency Department, Utility Rooms. Additionally, the Emergency Medical Services Department, Dental, Public Health, Behavioral Health, Physiotherapy Unit/Materials Management/Maintenance, Mortuary, and Laundry Sections. The candidate cleans each area according to guidelines in the Environmental Cleaning Manual to meet Infection Control Standards. He/she requests supplies to ensure each room/area is provided with amenities as needed, for example, hand sanitizer, toilet paper, facial tissues, soaps, etc. Also sweeps, dust, dust mop and wet mop floors, vacuum floors, rugs, and carpets. Cleans and polishes furniture, cleans all glass and stainless-steel surfaces, windows, windowsills, walls, and sanitizes all beds. The postholder will clean and sanitize shower stalls, sink fixtures and stock dispensers as needed.

Qualifications and Experience: The successful candidate must have a High School Diploma and should be able to understand and be fluent in reading and writing English. Previous janitorial experience, especially in a hospital environment is preferred. Applicants must be available to undergo annual physical examinations and must be able to work and climb a 12-foot ladder. The successful candidate must not have allergies to cleaning agents, must be able to lift fifty (50) pounds and be able to stoop and bend often. Must be able to work evenings, nights, weekends, and holidays and have exceptional customer service skills.

A remuneration and benefits package, commensurate with experience and qualifications will be offered to the successful candidate.

NOTE: Incomplete applications will not be considered. All applicants must complete and submit an HSA Application Form via e-mail to hsa.jobs@hsa.ky using pdf format. Log on to our website at www.hsa.ky to access Application Form and Job Description.

Deadline for post: September 22, 2024

Committed to Caring for You

Job Description

Job title	Environmental Services Worker	Job Holder	
Reports to	Manager of Support Services	Section	Facilities Department

Background Information

This section is responsible for the cleanliness of the hospital, internally and externally, and ensures that its linen is properly sanitizes for hospital use. He/She is responsible for providing assigned areas with adequate supply of clean linen for patient use. The housekeeper performs cleaning tasks to maintain assigned areas of the hospital in an orderly and sanitary condition. The postholder works under direct instructions from the Manager of Support Services.

Job purpose

Under daily supervision of the Manager of Support Services, performs repetitive cleaning tasks in maintaining assigned areas in the hospital in an orderly and sanitary condition.

Dimensions

- Postholder does not supervise any other staff.
- Postholder has no budgetary responsibilities.
- Assigned areas of the hospital are required to be cleaned 5-10 times daily.

Duties and responsibilities

1. Perform cleaning duties in assigned areas, such as patient rooms, nurse's station, examination and treatment rooms, public and patient bathrooms, lounges, offices, laboratories. Delivery and emergency areas, utility, and dressing rooms.
2. Services and supply rooms with toilet paper, facial tissues, soaps, and other amenities as needed.
3. Sweep, dust, dust mop and wet mop floors, vacuum floors, rugs and carpet. Clean and polish furniture and all glass surfaces, clean all windows, windowsills spot check and clean all walls. Clean and sanitize all bed.
4. Clean and sanitize shower stalls, sink fixtures, and stock dispensers as needed.
5. Order housekeeping supplies from housekeeping storeroom.
6. Maintain equipment and materials needed to perform work in a clean and orderly condition.
7. Assembles supplies and equipment for workday.
8. Any other duties as assigned by the housekeeping supervisor.

Qualifications, Experience & Skills Requirement

The post-holder should be able to understand, read and write English. High School Diploma required. Must undergo annual physical examination and must be able to work from a 12-foot ladder. Post-holder must not be allergic to cleaning solutions and must be able to lift 50 pounds and be able to stoop and bend as necessary.

Post-holder must be neat, have the ability to work well with people and be cooperative, dependable, and interested in the job.

An inexperienced worker needs three months on the job training under the direction of the housekeeping supervisor. It takes an experienced worker approximately three weeks to become familiar with duties and the hospital areas.

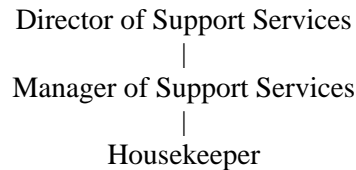
Reporting Relationship

The postholder works primarily alone, and sometimes in liaison with the maintenance staff.

Direct reports

None

Other Working Relationships



Decision Making Authority and Controls

The post-holder works under the direct supervision of the Manager of Support Services.

Working conditions

The incumbent is exposed to significant amounts of blood and other body fluids. May also encounter potentially dangerous objects in the discharge of duties, hence incumbent must follow hospital and housekeeping guidelines on the management of blood and body fluids.

Caution must be taken while cleaning blood and body fluids and transporting and sorting dirty linen.

Physical requirements

Must be physically fit, able to lift 50lbs or more. Work in stressful environment.

Problem/Key Features

A problem arises when previous shift worker leaves their duties incomplete when another housekeeper has to begin a shift. Visiting time is not adhered to and the post-holder has to wait or keep returning to check and this enables a lot of time to be wasted. Two laundry staff cannot work on their own due to physical and mental disabilities, which make it hard during the absence of other staff.

Evaluation Metrics

- Ability to meet deadlines
- Quality of work
- Team interaction
- Job knowledge
- Dependability

Approved by:	<i>Manager, Support Services</i>
Date approved:	<i>1-Apr-2019</i>
Reviewed:	6-Jun-2023
Next Review	6-Jun-2024
Manager's Signature:	
Date:	
Employee Signature:	
Date:	