



Office of Human Resources  
Laundry Worker - CJ2546  
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### General Statement of Duties

Performs drying, pressing and distribution of laundry at Denver Health Medical Center.

### Distinguishing Characteristics

This class is distinguished from the Washing Machine Operator class that collects soiled laundry, sorts, weighs, and washes per established policies, procedures, and instructions for machine operation at Denver Health Medical Center.

### Level of Supervision Exercised

None

### Essential Duties

Sorts linen and uniforms determining whether each piece goes into the tumbler or the mangle. Feeds articles into the mangle at appropriate speed.

Folds each garment, categorize appropriately, and stores in appropriate storage area.

Ensures each department in Denver Health, Denver Cares and other ambulatory units receive the appropriate linen and clothes as needed.

Mark new linen and clothes as assigned.

Observes operation of machines and makes minor adjustments or reports malfunctioning to supervisor. Assists department personnel in maintaining laundry facilities, equipment and supplies.

Participates in educational programs and in- service meetings.

Maintains established departmental policies and procedures, objectives, quality improvement program, safety, environmental and infection control standards.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

### Competencies

Attention to Detail – Is thorough when performing work and conscientious about attending to detail and time management.

Interpersonal Skills – Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, and charts, graphs, or tables; applies what is learned from written material to specific situations.

Self-Management – Sets well-defined and realistic personal goals; displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior.

### Knowledge & Skills

Knowledge of equipment and machinery sufficient to be able to monitor, make minor adjustments and identify and report minor malfunctioning to supervisor.

Knowledge of blood borne pathogen regulations and universal precautions sufficient to be able to protect self and others from possible infection.

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment.

Skill in folding garments, sheets and other types of linen.

Skill in operating a mangle.

### Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

### Experience Requirement

None

### Education & Experience Equivalency

None

### Licensure & Certification

None

### Working Environment

Potential exposure to hazards from electrical/mechanical/power equipment.

Potential exposure to housekeeping/cleaning agents/chemicals.

Occasional pressure due to multiple calls and inquires.

Subject to injury from moving parts of equipment.

Subject to many interruptions.

### Level of Physical Demand

1-Sedentary (0-10 lbs.)

### Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Balancing: maintaining body equilibrium to prevent falling over.

Carrying: transporting an object, usually by hand, arm or shoulder.

Crouching: bending body downward and forward by bending legs.

Eye/Hand/Foot Coordination: performing work through using two or more.

Fingering: picking, pinching or otherwise working with fingers.

Handling: seizing, holding, grasping or otherwise working with hand(s).

Pushing: exerting force upon an object so that the object is away.

Reaching: extending the hand(s) and arm(s) in any direction.

Repetitive Motions: making frequent movements with a part of the body.

Standing: remaining on one's feet in an upright position.

Stooping: bending the body by bending the spine at the waist.

Talking: expressing or exchanging ideas by means of spoken words.

Walking: moving about on foot on uneven surfaces.

Lifting: raising or lowering objects weighing no more than 10 pounds, from one level to another.

### Background Check Requirement

Criminal Check

### Assessment Requirement

None

### Probation Period

Six (6) months.

### Class Detail

**Pay Grade:** J-607

**FLSA Code:** N

**Established Date:** 9/21/2018

**Established By:** LS

**Revised Date:**

**Revised By:**

**Class History:**