



– JOB DESCRIPTION –

HOSPITAL CUSTODIAN

Summary

The Hospital Custodian will be responsible for general cleaning around the building. Removing debris and keeping areas neat and tidy, sweeping and mopping floors, wiping down and dusting all surface areas, cleaning windows, mirrors and bathrooms, emptying trash receptacles, and replacing lining of trash cans. Other items may include replacing light bulbs, servicing various equipment, rearranging light furniture with assistance, and other duties as required.

Primary Responsibilities

- Vacuum, sweep and mop floors
- Clean building by emptying trash and cleaning surfaces
- Clean and disinfect laboratory equipment
- Sterilize patient rooms
- Use cleaning solutions to remove stains and clean surfaces
- Mix various cleaning solutions per hospital guidelines
- Service hospital break room, cleaning dishes, microwave, refrigerator, oven, etc.
- Clean windows, glass partitions, walls, mirrors and baseboards
- Dust furniture and blinds (wash/clean as needed)
- Clean and service restrooms with mops and disinfectants
- Identify and report possible safety or maintenance issues and communicate them to management

Skills and Competencies

- Excellent verbal and written communication skills
- Detail oriented – pays attention to details, with extra attention to special requests
- Friendly and Professional – courteous with customers and staff when they are onsite while cleaning is being performed
- Team player – ability to work within a team where members depend on each other to get work done
- Self-starter – able to identify work that needs to be done and do it without being instructed to do so
- Desire to learn, seek new challenges and take on additional responsibilities

Education, Certifications and/or Experience

- High School Diploma required
- Experience in a service environment is preferred, but not required

Language Skills

- Ability to speak and write English fluently and relay information between the team, customers and office staff

Work Environment

- Physical demands include walking and standing, climbing, bending, kneeling to clean floors by hand, push and pull objects, lift and move objects (up to 50lbs), repetitive bending and lifting, and repetitive arm movements