

# LEAD LAUNDRY WORKER

## DEFINITION

Under supervision, assists the Administrative Services Manager in the operation of the Badger Prairie Health Care Center laundry; operates commercial laundry equipment; performs a variety of manual tasks in a large institutional laundry; and does related work as required.

## EXAMPLES OF DUTIES

Plans and assigns work; inspects tasks completed; makes necessary reassignments to meet unexpected demands; assists in training new employees; monitors laundry operation and supply usage; controls laundry pick-up and distribution; picks up soiled laundry from laundry chutes; sorts and separates items; prepares for washing by inserting proper ingredients into the washing machines and maintaining the proper wash and rinse temperatures; loads wash in dryers; folds and returns clothes to the individual units.

## EMPLOYMENT STANDARDS

Education and Experience: Any combination of training and experience equivalent to high school graduation and one year of experience in an institutional laundry.

Knowledges and Abilities: Knowledge of laundry equipment supplies and operations; ability to keep up flow of work; knowledge of sound safety principles; ability to operate commercial laundry equipment; ability to stand during most of the working day; ability to lift 50 pound loads or push heavier loads; ability to give and follow oral and written instructions; ability to direct and plan the work of other employees.