



JOB DESCRIPTION FOR LAUNDRY ASSISTANT

Position	Laundry assistant
Responsible to	Home Manager/Deputy Manager
Purpose of Position	
To be aware of the residents' laundry needs. To ensure that every resident enjoys clean and well-maintained laundry and that this is presented to the required standard.	
Principal Responsibilities	
To manage the laundry procedures required throughout the laundry, thereby preventing unnecessary build-up. To ensure that bundles of laundry are identified for the staff to load and unload into the washer(s) and dryer(s). To ensure a regular supply of detergent and fabric conditioner. To use the dosage system in line with the guidance. To be responsible for the maintenance of the laundry equipment and the DAILY de-fluffing of the dryer(s), reporting any defects to the domestic supervisor. To ensure the correct use of billy bags with particular regard to soiled and infectious linen. To allocate clothes to their appropriate baskets. To distribute clothes into the residents' rooms. To ensure the correct marking of the residents' clothes. To keep the laundry room and store area in a clean and hygienic condition. To perform other such reasonable duties as may be required.	

Signed	<input type="text"/>	Date	<input type="text"/>
--------	----------------------	------	----------------------