

**SCHOOL SISTERS OF NOTRE DAME  
CENTRAL PACIFIC PROVINCE  
Job Title: PT/ Housekeeper**

**Date:** 9/7/2017

**Location:** Mankato, MN

**Department:** Environmental Services

**General Summary:**

This position must provide a clean, sanitary comfortable, orderly and satisfying surroundings for the residents, employees, and public. The housekeeper promotes sanitary conditions which prevent the spread of infection and odors. She/he may be required to perform tasks, which involve exposure to visible blood contamination or reasonably anticipated blood contamination. The housekeeper must follow the required procedures for handling, cleaning, disposing, or moving of objects/materials and/or the clean-up of blood, infectious materials, or body fluids containing blood in accordance with the OSHA Blood-borne Pathogen Standard or SSND's Exposure Control Plan for Blood-borne Pathogens. Frequent Saturday laundry services required.

**Essential Duties and Responsibilities:**

- Integrate the mission of the School Sisters of Notre Dame in work environment
- Maintain positive relationships
- Conduct oneself in a professional manner
- Disinfect surfaces of high priority
- Dust designated areas starting from top to bottom
- Clean bathrooms, hallways & corridors, various rooms, and stairways
- Perform dry & wet mopping procedures
- Vacuum upholstery, carpet, & rugs
- Transport trash to the appropriate area
- Wash walls, woodwork, and windows
- Replenish supplies as needed
- Alternate holiday and weekend laundry services as needed
- Prepare beds for the Ed Center by request
- Substitute for housekeeping employees in the environmental services department
- Understand basic OSHA requirements pertaining to the environmental services department
- Follow safety procedures

**Basic Qualifications:**

- Minimum of a high school diploma
- Housekeeping experience preferred

**Job Type:** 10 hours per week starting at 4:30PM

**Benefit Eligible:** No

**If you are interested in this position please complete an application.**

**If you have any questions contact:**

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