



Housekeeping Aide

0.4 FTE Part Time Term to April 30th, 2023

Job Summary:

The Housekeeping Aide is responsible for cleaning and disinfecting patient care units in accordance with HRHSSA procedures and universal precautions protocol. The incumbent maintains a safe, clean and sanitary environment for patients, visitors and members of the patient care team.

The incumbent works as part of a team of housekeepers and is responsible for the cleaning of the Hospital's patient rooms, Isolation rooms, Palliative Care suite, Woodland Manor, specialty areas and offices of the following units; Dialysis Unit, Laboratory, Diagnostic Imaging, SPD, all Administration offices and the Boardroom. The Operating Rooms are cleaned in accordance with ORNAC standards. The incumbent is also responsible for cleaning and disinfecting areas used by the public such as waiting areas, hallways and bathrooms.

If the appropriate cleaning is not completed within the established timeframe, the process of admitting/transferring patients will be delayed. This decreases overall performance and function of all departments within the hospital. Should the incumbent not clean/disinfect appropriately, staff/patients/visitors could be exposed to infectious diseases and hazardous conditions, *e.g., slipping, injury*. The incumbent works throughout the hospital and has contact with employees, patients and the general public. As an employee of the hospital, the incumbent must present and conduct him/herself in accordance with departmental and hospital policies and procedures to ensure positive public perception of the facility. PPE is mandatory.

Knowledge, Skills & Abilities:

Must have the ability to express & comprehend oral & written English so as to understand and apply the Material Safety Data Sheets, current procedures & protocols, Infection Prevention & Control, WHMIS and Bio-Hazard handling instructions. Must attend Back Injury Prevention Training. Safety must be your first priority.

- Ability to understand written & oral instructions in English
- Good organization & time management skills, good attendance, punctual & on-time
- Ability to work under minimal supervision, and as part of the larger team
- Ability to be flexible & adaptable to changes in the unit environment & duties
- Physically able to meet demands of the job (*pushing/pulling/lifting/bending/crouching, etc.*)
- Knowledge and application of current procedures and protocols (*i.e. WHMIS, universal precautions, Infection Prevention & Control, Hand Hygiene, BIPP*)
- Sensitivity to cultural & gender diversity
- Previous experience with commercial housekeeping or laundry preferred
- Class 5 driver's license to be able to drive to different facilities is preferred

Salary: \$26.57 to \$31.75 per hour (Range 2)
Status: 0.40FTE Part-time Indeterminate
Competition #: 103-22
Closing Date: November 7th, 2022

In addition to an attractive salary, we offer a Northern Allowance of approx. \$2.60 per hour up to \$5,282 per year. All job offers are subject to references, a satisfactory Criminal Records Check and an Employee Health Risk Assessment. Only those candidates selected for an interview will be contacted.

Applicants must submit a resume, quoting Competition number to:

Human Resources
Hay River Health & Social Services Authority
37911 Mackenzie Highway
Hay River, NT X0E 0R6
Fax: 867-874-8345
hrhssa_competitions@gov.nt.ca