

 Oroville Hospital Job Description for Lead Environmentalist	Department:	Environmental Services
	Dept. #:	8440
	Last Reviewed:	05/08; 08/12
	Last Updated:	

Reports To

Director Plant Operations

Job Summary

The Lead Environmentalist is responsible for supervising environmentalists while ensuring a clean and pleasant environment for both patients and employees.

Duties

1. Assists the department Supervisor in preparing staff schedule.
2. Assists the department Supervisor with performance evaluations.
3. Assists the department Supervisor with hiring and counseling of staff.
4. Helps adjust staffing levels to assure appropriate coverage throughout the organization.
5. Clean and service hospital buildings and outside account areas as assigned
6. Sweep, dust, dust mop and wet mop floors
7. Restore or maintenance of floors as assigned
8. Vacuum, spot clean or restore carpeted areas as assigned, including carpeted runners and mats
9. Clean, sanitize and make beds, cribs and gurneys as assigned
10. Collect refuse and soiled linens from work areas and dispose of same following hospital procedures
11. Clean, sanitize and polish bathtubs, lavatories, showers, plumbing fixtures and ceramic tiles
12. Fill dispensers as necessary
13. Dust, clean and sanitize furniture
14. Clean and polish glass surfaces, woodwork and window seals
15. Clean walls and ceilings
16. Clean isolations areas following hospital procedures for infection control
17. Terminally clean labor rooms, delivery rooms, nurseries and operating room as assigned
18. Remove clean and replace window coverings and wall hangings
19. Delivers clean linens to assigned areas following departmental procedures
20. Maintain tools, equipment and work areas in a clean and orderly condition
21. Reports all needed repairs to the maintenance department using the appropriate work order form
22. Inventory janitorial supplies and replenish as needed from the main storage area
23. Performs other related duties as requested

Qualifications

1. High school graduate or equivalent preferred.
2. Must be able to effectively communicate
3. Must be able to follow oral and written instructions
4. Must possess a valid California Driver's license with a clean DMV record
5. Hospital cleaning experience required
6. Must have knowledge of basic principles of cleaning
7. Must have skills in operating floor machines, carpet cleaners, wet/dry vacuums and be able to climb ladders.

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8. Must be able to operate equipment such as mops , buckets, and mob wringers
9. Completion of crisis prevention training (if there is a possibility of responding to security calls)

Lifting Requirements

Heavy – Generally lifting objects not more than 100 pounds and/or carrying objects weighting up to 50 pounds.